

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, January 6, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Approve an ordinance to appoint a Ward 3 Alderman through the second meeting in April 2015

Mayor Johnston noted that State statute requires an alderman vacancy be filled at a special meeting and action would need to be postponed to a special meeting prior to the next Board of Aldermen meeting.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO POSTPONE THE APPOINTMENT OF A WARD 3 ALDERMAN AND CONVENE A SPECIAL MEETING PRIOR TO THE BOARD OF ALDERMEN MEETING ON TUESDAY, JANUARY 20, 2015. ALL AYES; MOTION PASSED 7-0.

B. Accept a donation from the Northland Community Choir for the train conductor's uniform

Mayor Johnston introduced Cindy Hodson, president of the Northland Community Choir, who presented a check to the City for \$250. The money was raised at a concert held on November 9, 2014, to preserve the artifacts in the railroad collection located at City Hall. Mayor Johnston noted the money would help preserve the train conductor's uniform from the 1920s.

4. CONSENT AGENDA

- A. Approve the minutes for the December 16, 2014 regular meeting
- B. Approve a renewal agreement with the Northland Lacrosse Club for use of the City property generally known as Vikings Field
- C. Receive and file the November sewer report
- D. Receive and file the 2014 Annual Report from the Parkville Farmers Market Association

- E. Approve accounts payable from December 11 to December 30, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 7-0.

5. ACTION AGENDA

A. Approve an ordinance amending Parkville Municipal Code Chapters 225, 400 and 475 to address outdoor storage and displays – Case PZ14-32

Assistant City Administrator/Community Development Director Sean Ackerson explained the most common complaints the City received were related to outdoor storage. The Planning and Zoning Commission reviewed the suggested amendments, a majority of them which were in Chapter 400. Chapter 475 included amendments to regulations common to all zoning districts and modification of a section specific to storage and displays and Chapter 225 amendments related to storage of trash containers.

The Board discussed notice to residents, the definition of junk or antique, vehicle storage, location of trash bins on non-trash pickup days, and businesses that had prior approval.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2824, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTERS 225, 400 AND 475 TO ADDRESS OUTDOOR STORAGE AND DISPLAYS, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2824 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2824 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2793. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

Bill No. 2824 was posted January 2, 2015.

B. Actions related to adopting the 2012 building codes:

1. Approve an ordinance adopting the 2012 International Family of Building Codes and designated appendices by repealing and replacing Parkville Municipal Code Section 500.010, Subsection A, and Section 500.040

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was to amend several sections of the Municipal Code related to building codes and set fees in the Schedule of Fees.

Paul Giarratana, Building Official, provided an overview of the code changes for commercial buildings and single-family or other dwellings, not but multi-family dwellings. He explained staff participated in a regional consortium with other entities in the Mid-America Regional Council region in order to have uniform amendments throughout the region. City staff distributed questionnaires to and held two meetings with builders in the area and worked with builders in the field throughout the year to determine which changes should be made. Giarratana noted the City did not adopt the 2009 codes due to concerns with sprinkler regulations, but the 2012 version addressed the concerns. The City received 72 new permits and builders followed the 2012 Code, but staff inspected the structures to meet the 2006 standards as adopted by the Board. Giarratana highlighted that the most important reason for

adoption of the 2012 Code was to help reduce the rates for homeowners and noted that 35 jurisdictions in the Kansas City area adopted the 2012 Code. He also provided an overview of the new fees associated with plan review and inspections which was the second piece to the action requested.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2825, AN ORDINANCE ADOPTING THE 2012 INTERNATIONAL FAMILY OF BUILDING CODES AND DESIGNATED APPENDICES, AS AMENDED, BY REPEALING AND REPLACING PARKVILLE MUNICIPAL CODE SECTION 500.010, SUBSECTION A, AND SECTION 500.040, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2825 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2825 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2794. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

Bill No. 2825 was posted January 2, 2015.

2. Approve Resolution No. 01-01-15 adopting a revised Schedule of Fees with fees set for plan reviews and occupancy inspections and re-inspections

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 01-01-15 ADOPTING A REVISED SCHEDULE OF FEES WITH FEES SET FOR PLAN REVIEWS AND OCCUPANCY INSPECTIONS / RE-INSPECTIONS. ALL AYES; MOTION PASSED 7-0.

6. STAFF UPDATES ON ACTIVITIES

City Administrator Lauren Palmer provided an update to the Highway 9 Corridor Study, noting the purpose was to create an implementation plan to address key priorities from project partners and recommendations from the Parkville Master Plan, Vision Downtown Parkville, and the Livable Communities Study. The budget for the study was \$188,585, to be funded with a grant from the Missouri Department of Transportation (MoDOT) and \$75,000 from local funding partners that included the City of Riverside, Park University, MoDOT and Platte County; the City's local match was \$15,000. Palmer reviewed the scope of work, completion schedule with a final recommendation planned for November, and a steering committee with nominations planned in February.

Police Chief Kevin Chrisman provided an update to the deer counts, noting the numbers were down from 2013, which would end on January 15.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

8. EXECUTIVE SESSION

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS PER RSMO 610.021(3) AND ATTORNEY-CLIENT PRIVILEGE PER RSMO 610.021(1). ALL AYES; MOTION PASSED 7-0.

The Board entered into the Executive Session at 8:13 p.m. At 9:49 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

Mayor Johnston announced no votes were taken as a result of the executive session.

9. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE JANUARY 6, 2015 REGULAR BOARD MEETING AT 9:49 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, January 6, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twentieth day of January 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



1. CALL TO ORDER

A special meeting of the Board of Aldermen was convened at 6:31 p.m. on Tuesday, January 20, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 4 Alderman Marc Sportsman | - absent with prior notice |
| Ward 4 Alderman Greg Plumb | - present |

The following staff was also present:
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Melissa McChesney, City Clerk

2. ACTION AGENDA

A. Approve an ordinance to appoint Robert Lock as Ward 3 Alderman

Mayor Nan Johnston explained that former Ward 3 alderman Kendall Welch resigned the position effective December 16, 2014, leaving a vacancy in the position. The appointment would fill the vacancy through the second meeting in April.

Alderman Jones explained the selection process and thanked the applicants for their interest in serving. The selection committee recommended appointing Robert Lock to serve as Ward 3 alderman.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER THAT BILL NO. 2826, AN ORDINANCE APPOINTING ROBERT LOCK TO SERVE AS WARD 3 ALDERMAN UNTIL THE SECOND MEETING IN APRIL 2015, BE APPROVED ON FIRST READING. ALL AYES; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER THAT BILL NO. 2826 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER THAT BILL NO. 2826 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2795. ALL AYES BY ROLL CALL VOTE: PLUMB, WERNER, DRIVER, LAMER, RITTMAN AND JONES. MOTION PASSED 6-0.

Bill No. 2826 was posted January 15, 2015.

B. Oath of Office administered by the City Clerk

City Clerk Melissa McChesney administered the oath of office to Robert Lock as Ward 3 alderman.

3. ADJOURN

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER TO ADJOURN THE JANUARY 20, 2015, SPECIAL BOARD MEETING AT 6:36 P.M. ALL AYE, MOTION PASSED 6-0.

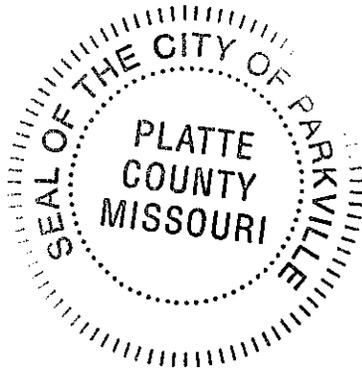
MINUTES OF THE BOARD OF ALDERMEN SPECIAL MEETING OF JANUARY 20, 2015

Page 2 of 2

The minutes for the special meeting Tuesday, January 20, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the third day of February 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 6:37 p.m. on January 20, 2015. In attendance were Aldermen Greg Plumb, Robert Lock, Jim Werner, Diane Driver, Kari Lamer, Dave Rittman and David Jones.

The following staff was also present:

Sean Ackerson, Assistant City Administrator/Community Development Director

Kevin Chrisman, Police Chief

Alysen Abel, Public Works Director

Melissa McChesney, City Clerk

1. GENERAL AGENDA

A. Overview of Proposed Updates to the Floodplain Management Ordinance

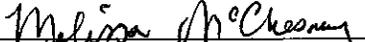
Assistant City Administrator/Community Development Director Sean Ackerson provided an overview of proposed updates to the floodplain management ordinance. Proposed updates included amendments to Municipal Code Chapter 404 regarding floodplain management regulations, acknowledgement of the newly created flood insurance maps, and acceptance of the Flood Impact Study. The updates would allow continued participation in the flood insurance program for property owners to purchase flood insurance under the Federal program. Ackerson noted that separate from the adoption of the regulations, Federal Emergency Management Agency (FEMA) was adjusting flood insurance rates independent of the proposed updates to the City's ordinance. Staff also proposed administrative changes to clarify who was the floodplain manager and other existing sections.

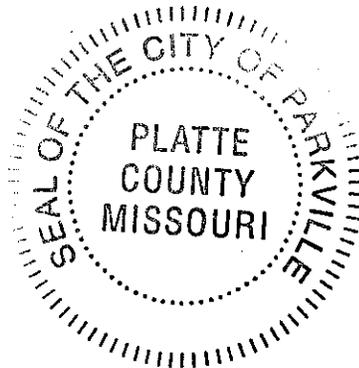
Ackerson provided a history of updates adopted by the City and required amendments from FEMA. He added the maps were last adopted in 1979 and the City first received notice of potential updates in 2010 after a new study was completed of the Parkville area. Public hearings were held to allow input on the draft maps and to identify any potential issues. In 2011 the project was placed on hold at the federal level. In late 2014, the City received notice that the project was proceeding and would have to adopt updated ordinances, the new study and maps prior to April 2, 2014. The Planning & Zoning Commission scheduled a public hearing on February 10 and the Board of Aldermen would consider the final updates on February 17.

The work session ended at 6:56 p.m.

The work session minutes for January 20, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the third day of February 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, January 20, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Robert Lock | - present |
| Ward 4 Alderman Marc Sportsman | - absent with prior notice |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator (arrived late)
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Update from Main Street Parkville Association

Ed Bradley, Main Street Parkville Association treasurer, provided an overview of the Main Street Parkville Association.

B. Community Land and Recreation Board 2014 Accomplishments

Michelle Flamm, Community Land and Recreation Board chair, provided an overview of accomplishments made by the Board in 2014. A copy of the accomplishments was submitted prior to the meeting and is appended hereto as Exhibit A.

3. MAYOR'S REPORT

Mayor Johnston welcomed Bob Lock who was appointed as Ward 3 alderman during the special meeting to fill vacant term through the second meeting in April 2015.

4. CONSENT AGENDA

- A. Approve the minutes for the January 6, 2015 regular meeting
- B. Receive and file the financial report for the month ending December 31, 2014
- C. Receive and file the crime statistics for January through November, 2014
- D. Approve additional services to a contract with Ace Pipe Cleaning for the 2015 sewer line closed circuit television and cleaning project
- E. Approve the purchase of up to \$17,500 worth of salt and sand from Dale Brothers, Inc. through spring of 2015
- F. Approve Resolution No. 01-02-15 employing Janice Davis as a part-time Public Works Administrative Assistant

- G. Approve accounts payable from December 30, 2014 to January 13, 2015

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 7-0.

5. ACTION AGENDA

A. Approve Resolution No. 01-03-15 employing Travis Burch as a police officer

Police Chief Kevin Chrisman said that Mr. Burch previously worked as a security officer and graduated from the police academy in December 2013.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER TO APPROVE RESOLUTION NO. 01-03-15 EMPLOYING TRAVIS M. BURCH AS A POLICE OFFICER EFFECTIVE JANUARY 21, 2015. ALL AYES; MOTION PASSED 7-0.

B. Approve the second reading of Bill No. 2817 approving an ordinance to upgrade the City's enrollment in the Missouri Local Government Employees Retirement System from the lowest tier L-1 to the next tier L-3

Human Resources/Finance Director Matthew Chapman explained that the City joined the Missouri Local Government Employees Retirement System (LAGERS) in 2009 at the lowest benefit level. Staff was surveyed and requested increased participation in the retirement program which cost approximately \$41,500.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER THAT BILL NO. 2817 BE PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER THAT BILL NO. 2817, AN ORDINANCE ADOPTING A CHANGE IN THE BENEFIT PROGRAM OF COVERED EMPLOYEES UNDER THE MISSOURI LOCAL GOVERNMENT EMPLOYEES RETIREMENT SYSTEM, BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2796. ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, LAMER, RITTMAN AND JONES. MOTION PASSED 7-0.

Bill No. 2817 was posted November 26, 2014.

C. Conduct a public hearing and approve an ordinance to implement a 3.0% rate increase for the sewer utility

Human Resources/Finance Director Matthew Chapman stated the rate increase would impact the average household by approximately \$1.08 per month. In addition, the ordinance would eliminate the separate fee charged to Riverchase residents. Assistant City Administrator/ Community Development Director Sean Ackerson noted the fee was due to improvements installed to support the subdivision.

Mayor Johnston opened the floor to public comments. Hearing none, she closed the public hearing.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER THAT BILL NO. 2827, AN ORDINANCE ADOPTING A 3.0% INCREASE TO THE SEWER BASE CHARGE, SEWER USE CHARGE AND SURCHARGE FOR CUSTOMERS OF THE PARKVILLE SEWER SYSTEM, BE APPROVED ON FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER THAT BILL NO. 2827 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER THAT BILL NO. 2827 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2797. ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, LAMER, RITTMAN AND JONES. MOTION PASSED 7-0.

Bill No. 2827 was posted January 16, 2015.

City Administrator Lauren Palmer joined the meeting at 7:37 p.m.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

1. Route 9 Entryway Project

City Administrator Lauren Palmer explained the entryway design was submitted to the Missouri Department of Transportation (MoDOT) and received small edits, but staff was assured by MoDOT that the delay would not jeopardize the grant funding. She added staff hoped to have the design ready to bid in the spring.

In regards to the street lights, Palmer stated the Board directed staff to work with Park University who showed interest in a partnership for the street lights. The design called for 15 lights that extended on the north side of Highway 9 to east of the Park University entrance and seven on the south side. Park University tentatively offered to provide annual maintenance funding for the lights on the north side in exchange for assurance of exclusivity to use the banner brackets on the lights, but staff was working out the details. Palmer added staff would meet with the Main Street Parkville Association to coordinate before finalizing the agreement.

Palmer said staff was working on two other agreements with MoDOT, one for a right-of-way agreement for placement of the lights and the other for sidewalks. Several actions would come back to the Board, including right-of-way acquisition with Park University for the entryway sign. Palmer added the project had to follow Federal regulations and the process could not be initiated until the final design was approved by MoDOT.

Palmer updated the Board that two interns from the Northland Center for Advanced Professional Studies (CAPS) program were hired and that one of the projects would be the time capsule associated with the entryway project.

2. Regional Household Hazardous Waste Collection Program

City Administrator Lauren Palmer stated that the Mid-America Regional Council informed staff that due to low turnout and high cost, the joint Riverside/Parkville event would be held every other year and there would be no event in 2015. She added that there were still opportunities for residents to drop off household hazardous waste throughout the year. Staff would continue to review options for a site to hold the 2016 event in Parkville.

B. Police Department

Police Chief Kevin Chrisman provided an update on the deer hunt at Park University, noting the numbers were down from 2014, and thanked Park University for their partnership.

C. Public Works

Public Works Director Alysén Abel said there was a prescribed burn scheduled at Platte Landing

Park on January 22 to remove invasive vegetation.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Plumb noted he attended the Missouri Municipal League meeting regarding limitations on investments by cities and state agencies.

8. EXECUTIVE SESSION

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS PER RSMO 610.021(3). ALL AYES; MOTION PASSED 7-0.

The Board entered into the Executive Session at 7:55 p.m. At 9:02 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

Mayor Johnston announced no votes were taken as a result of the executive session.

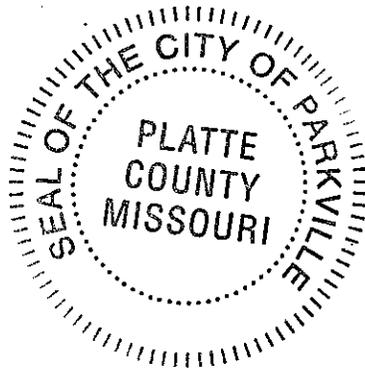
9. ADJOURN

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO ADJOURN THE JANUARY 20, 2015 REGULAR BOARD MEETING AT 9:04 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, January 20, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the third day of February 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, February 3, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Robert Lock | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Proclaim February 11, 2015 as United Way 2-1-1 Day

Mayor Johnston presented the proclamation to Lauren Palmer, City Administrator and the representative on the Northland Community Advisory Council for the United Way of Greater Kansas City.

B. Present a Certificate of Recognition to the Park University women's volleyball team

Mayor Johnston presented a certificate of recognition to the Park University women's volleyball team for winning the 2014 National Association of Intercollegiate Athletes National Tournament.

C. Presentation of the Park University Economic Impact Report

Mayor Johnston introduced Laurie McCormack, Vice President for University Advancement, and Erik Bergrud, Associate Vice President of Constituent Engagement, who provided a presentation on the economic impact of Park University, appended hereto as Exhibit A.

D. Appoint Douglas Wylie to the Planning and Zoning Commission through May 2017

Mayor Johnston nominated Douglas Wylie to fill a vacant position previously held by Robert Lock who resigned due to his appointment as Ward 3 alderman.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPOINTMENT OF DOUGLAS WYLIE TO THE PLANNING & ZONING COMMISSION THROUGH MAY 2017. ALL AYES; MOTION PASSED 8-0.

Mayor Johnston also stated a reception was held for Lauren Palmer, City Administrator, for attaining a status of International City/County Management Association (ICMA) Credentialed Manager.

Mayor Johnston noted that former city clerk Barbara Lance passed away and recognized her accomplishments during her tenure with the City.

4. CONSENT AGENDA

- A. Approve the minutes for the January 20, 2015 regular meeting
- B. Approve the minutes for the January 20, 2015 special meeting
- C. Approve the minutes for the January 20, 2015 work session
- D. Receive and file the December sewer report
- E. Approve a retailer of intoxicating liquor in original package with Sunday sales liquor license for Twin Star Energy #3087 located at 6316 Highway 9
- F. Approve accounts payable from January 15 to January 29, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 8-0.

5. ACTION AGENDA

- A. **Approve the renewal of Property & Liability and Worker's Compensation & Employer's Liability coverage with Midwest Public Risk for July 1, 2015 through June 30, 2016**

City Administrator Lauren Palmer stated the City was insured with Midwest Public Risk (MPR) for many years and that during the 2014 renewal process MPR alerted staff to expect significant increases based on factors outside the City's control. The Board of Aldermen approved the renewal but authorized staff to seek competitive options for workers' compensation for 2015. Staff solicited quotes and worked with MPR to negotiate a lower rate. A preliminary quote was received from Missouri Intergovernmental Risk Management Association (MIRMA). MPR submitted a quote for \$150,397 which was comparable to 2013 services and less than the 2014 rates. Palmer added that the 2015 budgeted amount for insurance coverage was conservatively based on the 2014 increase but with MPR's proposal it was well below budget.

Palmer said that MPR appraised the City's property and determined it was underinsured on some of the assets which would have increased the costs for coverage, but allowed the City to phase in the additional premium costs over a three-year period.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE RENEWAL OF WORKERS' COMPENSATION AND PROPERTY & LIABILITY INSURANCE COVERAGE WITH MIDWEST PUBLIC RISK FOR JULY 1, 2015, THROUGH JUNE 30, 2016, IN THE AMOUNT OF \$150,397. ALL AYES; MOTION PASSED 8-0.

- B. **Approve a sanitary sewer services agreement with the Platte County Regional Sewer District for the Eastside service area**

City Administrator Lauren Palmer said the City had an agreement for many years with Kansas City, Missouri sewer service to residences served by the Eastside Pump Station. Staff researched alternatives to find a more affordable service, including the installation of a force main. It was determined that a gravity line to the Platte County Regional Sewer District (PCRS) would be more cost effective and save approximately \$250,000 in capital costs. The proposed agreement's initial term was eight years and covered construction of the gravity line, decommissioning the pump station, and future treatment of the service area. Palmer explained that the PCRS would

construct the gravity line, the City would pay for costs associated with easements and prepare the plans and specifications to decommission the pump station, and any increases to the rates by the PCRSD would not exceed the rate applied to their other customers. Cost savings would be approximately \$30,000 annually and the project was budgeted in the Capital Improvement Program at \$28,900 for the easements and decommissioning. Palmer added there were no anticipated service interruptions and there would be minimal traffic conflicts, and residents in the area would be notified in advance. The target date was August 1 but was dependent on factors such as weather and schedules. **IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE SANITARY SEWER SERVICES AGREEMENT WITH THE PLATTE COUNTY REGIONAL SEWER DISTRICT FOR THE EASTSIDE SERVICE AREA. ALL AYES; MOTION PASSED 8-0.**

C. Approve an ordinance approving the Thousand Oaks Thirteenth Plat, Phase B, Final Plat, as revised – Case PZ13-06; applicant, David Barth, Forest Park Development Company, LLC of Kansas City

Assistant City Administrator/Community Development Director Sean Ackerson stated the Board approved 66 lots and open space through Ordinance No. 2698 on August 6, 2013. After the plat was approved it was not recorded with Platte County but the project underwent construction and changes were made to the layout. The changes were not significant but modified the layout of Summit Circle, increased the platted area and reduced total open space which required approval of a new ordinance to approve the changes. He added the area was subject to a 2001 annexation agreement which limited the City's ability to regulate development to restrictions not greater than Platte County's restrictions. Ackerson added that an additional change to the packet materials was that the area west of the roundabout labeled Thousand Oaks Drive would be changed to Thousand Oaks Place.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2828, AN ORDINANCE APPROVING THE THOUSAND OAKS THIRTEENTH PLAT, PHASE B, FINAL PLAT, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2828 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2828 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2798. ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

Bill No. 2828 was posted January 30, 2015.

D. Authorize staff to petition the Missouri Highways and Transportation Commission to vacate portions of 45 Highway rights-of-way north and south of the roundabout at National Drive and to negotiate associated terms and agreements; applicant, Tony Borchers, FiveStar Lifestyles

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was for authorization for staff to proceed to petition the Missouri Highways and Transportation Commission (MHTC) to vacate portions of right-of-ways on Highway 45. He noted that The National was interested in frontage improvements because prior improvements were lost in Phase B of the widening of Highway 45. In 2013 the Board approved agreements with MoDOT and The National to maintain some improvements in the State highway right-of-way, but not all the desired improvements could be approved under MHTC's current regulations. If authorized to

proceed, final documents would need to be approved by the Board.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO AUTHORIZE STAFF TO PETITION THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR THE VACATION OF ALL OR PORTIONS OF THE REQUESTED RIGHTS-OF-WAY SUBJECT TO FINAL BOARD OF ALDERMEN APPROVAL AND TO NEGOTIATE TERMS AND CONDITIONS OF ANY ASSOCIATED MAINTENANCE AGREEMENT. ALL AYES; MOTION PASSED 8-0.

6. STAFF UPDATES ON ACTIVITIES

City Administrator Lauren Palmer provided an update on the Platte Landing Park Ecosystem Restoration Project, noting that she, the Mayor and Public Works Director met with Platte County and the United States Army Corps of Engineers regarding funding through Section 1135 for habitat improvements at Platte Landing Park. Section 1135 required a 25 percent local cost share and she was optimistic that the City and Platte County could meet the match requirements based on the value of the real estate and in-kind support. The project was a necessary first step to elevate the adjacent property for recreational fields and funding for construction would be worked out. Palmer noted the initial draft would be presented in March and would provide a better idea of the scope, costs and ongoing maintenance needs and the anticipated completion of the study would be the end of summer. She added the hardest part would be to establish the wetland, she hoped to have a three-year warranty period and the ongoing maintenance would be more manageable once the warranty period was completed.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Driver reported that the Farmers Market's opening day was scheduled for April 25 and also had opportunity to visit the train depot and the Cathy Kline Art Gallery had retail sales for the Parkville Trading Company selling international items.

8. EXECUTIVE SESSION

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS PER RSMO 610.021(3). ALL AYES; MOTION PASSED 8-0.

The Board entered into the Executive Session at 8:00 p.m. At 9:34 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

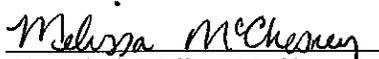
Mayor Johnston announced no votes were taken as a result of the executive session.

9. ADJOURN

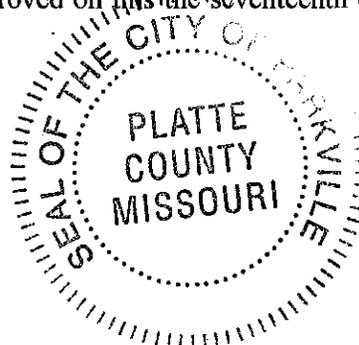
IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE FEBRUARY 3, 2015 REGULAR BOARD MEETING AT 9:34 P.M. ALL AYES; MOTION PASSED 8-0.

The minutes for Tuesday, February 3, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of February 2015.

Submitted by:


City Clerk Melissa McChesney

2014-015



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:04 p.m. on Tuesday, February 17, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - absent with prior notice |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Robert Lock | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Jon Jordan, Police Captain
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Proclamation for Gaylon Earl Hoskins Day on February 23, 2015

Mayor Johnston presented the proclamation to Mr. Gaylon Hoskins, Sr. and his family.

B. Parkville Old Towne Market Community Improvement District

Mayor Johnston reported on conversations with the Parkville Old Towne Market Community Improvement District (POTMCID) where she was told the City was not open and transparent in its decisions regarding the slates and other actions. She allowed Board members the opportunity to approve or deny the decisions made by the Board or by herself, and in response, aldermen Driver and Werner fully supported the actions taken. Alderman Sportsman provided comments on past history with the POTMCID and explained the reasons behind actions taken by the Board. Mayor Johnston noted the city received a request from the POTMCID to reimburse attorney fees and the consensus of the Board was not to reimburse for the fees.

4. CONSENT AGENDA

- A. Approve the minutes for the February 3, 2015 regular meeting
- B. Receive and file the crime statistics for January through December 2014
- C. Receive and file the financial report for the month ending January 31, 2015
- D. Receive and file the 2014 annual report
- E. Authorize staff to pay off and retire the remaining balance of the 2003 Parkville Sewer System Lease Purchase Loan principal and interest
- F. Approve the purchase of two Ford F-350 pickup trucks from Thoroughbred Ford for the Public Works Department

- G. Approve three professional services agreements with George Butler Associates, TranSystems, and Affinis Corp. for on-call traffic engineering services
- H. Approve accounts payable from January 29 to February 11, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 7-0.

5. ACTION AGENDA

A. **Approve an ordinance to rezone a 3.259 acre site from County "AG" Agriculture to City "R-1" Single-Family Residential District – Case PZ15-04; BMW Towers, LLC, owners**

Assistant City Administrator/Community Development Director Sean Ackerson explained that the request to rezone was related to the subsequent item for a conditional use permit on property located at 15510 FF Highway. Ackerson noted the property was not rezoned after it was annexed in 2002. He stated the application requested rezoned to "I-2" Light Industrial District, but after review staff recommended rezoning to the more restrictive "R-1" Single-Family Residential District. The Planning and Zoning Commission recommended approval of the R-1 Single-Family Residential District rezoning on February 10 by a vote of 8 to 0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2829, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 405 TO REZONE A 3.259 ACRE SITE FROM COUNTY "AG" AGRICULTURE TO CITY "R-1" SINGLE-FAMILY RESIDENTIAL DISTRICT, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2829 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2829 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2799. ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, LAMER, JONES AND SPORTSMAN. MOTION PASSED 7-0.

Bill No. 2829 was posted February 13, 2015.

B. **Approve an ordinance for a conditional use permit for modification of an existing cell tower on 3.259 acres – Case PZ15-01; BMW Towers, LLC, owner**

Assistant City Administrator/Community Development Director Sean Ackerson said the tower was originally approved by the County prior to annexation into Parkville. It was approved for a height of 203 feet, but was only constructed to a height of 160 feet. The applicant requested the height be approved for 230 feet which was not allowed by the existing codes. Staff recommended approval of the new antennas and a height of up to 180 feet which was the maximum allowed by Code. Ackerson clarified the zoning would need to be modified prior to issuing any permits. On February 10, the Planning and Zoning Commission recommended approval of the proposed conditional use permit as recommended by staff by a vote of 8 to 0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2830, AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT FOR MODIFICATION OF AN EXISTING CELL TOWER ON 3.259 ACRES LOCATED AT 15510 HIGHWAY FF, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN

DRIVER THAT BILL NO. 2830 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2830 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2800. ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

Bill No. 2830 was posted February 13, 2015.

C. Approve an ordinance to amend Parkville Municipal Code Chapter 404, Floodplain Management, and adopt new flood insurance rate maps and the corresponding flood insurance study – Case PZ15-05

Assistant City Administrator/Community Development Director Sean Ackerson stated a work session was held on January 20 and said the City participated in the floodplain management program that regulated activities in the floodplain areas. He added that flood insurance rate maps were adopted in 1979 and did not reflect the improvements made since, but the new maps were more accurate and the floodplain was easier to distinguish. Ackerson said that the City was required to adopt the maps to continue to participate. The Planning and Zoning Commission reviewed the changes and recommended approval on February 10 by a vote of 8 to 0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2831, AN ORDINANCE **AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 404, FLOODPLAIN MANAGEMENT, AND ADOPTING NEW FLOOD INSURANCE RATE MAPS AND THE CORRESPONDING FLOOD INSURANCE STUDY**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2831 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2831 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2801. ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, LAMER, JONES AND SPORTSMAN. MOTION PASSED 7-0.

Bill No. 2831 was posted February 13, 2015.

Ackerson added the flood insurance rates for property owners with flood insurance were increased, but adoption of the maps did not dictate the rates.

D. Authorize staff to transfer funds from the Emergency Reserve Fund to the Brink Meyer Neighborhood Improvement District Debt Service Fund sufficient to cover the payment of bond interest due March 1, 2015

City Administrator Lauren Palmer explained the City issued permanent financing in the summer of 2014 and the first interest-only payments were due on March 1. In the first round of assessments, the City received over one-half of the assessments for the Brush Creek Neighborhood Improvement District (NID) and there were sufficient funds. The Brink Meyer NID only included one property owner and less than one percent of the assessments were received. Palmer stated the funds requested would be transferred from the Emergency Reserve, which was part of the City's strategy to cover NID payments. The payment would be treated as an inter-fund loan to avoid penalties but would be reimbursed in the future. The action required a super-majority vote and the Finance Committee recommended approval.

Palmer added the payment would be treated like other property tax collections and would carry with the property, and staff would work with Platte County for the tax sale process if the payments were not made. City staff would continue to work with the property owners and the Parkville Economic Development Council to spur development in the area. City Attorney Steve Chinn added the other option was a judicial sale which would allow a faster foreclosure but was not anticipated to be done.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO AUTHORIZE STAFF TO TRANSFER UP TO \$105,508.64 FROM THE EMERGENCY RESERVE FUND TO THE BRINK MEYER ROAD NEIGHBORHOOD IMPROVEMENT DISTRICT FUND FOR THE PURPOSE OF PAYING THE BRINK MEYER ROAD NID BOND PAYMENT DUE ON MARCH 1, 2015. ALL AYES; MOTION PASSED 7-0.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

City Administrator Lauren Palmer provided an update on the new time for Finance Committee meetings, noting the meeting day was the same but the time was moved to 8:00 a.m.

B. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on Zoning and Subdivision Regulation updates, noting that a Request for Proposals was issued seeking a project team with experience in writing and implementing zoning regulations. He expected approval of a consultant by the Board at the April 7 meeting and the anticipated completion date was December 31.

C. Public Works

Public Works Director Alysén Abel provided notice that the Nature Sanctuary would hold a prescribed burn between March 9 and 11 that was dependent on the weather. She added the wetland at Platte Landing Park might be planned around the same time. Abel also said that she had received complaints about mud at the large dog park and was looking at seeding the area. Notices would be sent and posted if the dog park would be closed.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Mayor Johnston noted that an executive session was scheduled before the meeting at 6:30 p.m.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO RETURN TO THE EXECUTIVE SESSION PER RSMO 610.021(3). ALL AYES; MOTION PASSED 7-0.

The Board returned to the Executive Session. At 9:02 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

Mayor Johnston announced no votes were taken as a result of the executive session.

8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE FEBRUARY 17, 2015 REGULAR BOARD MEETING AT 9:02 P.M. ALL AYES; MOTION PASSED 7-0.

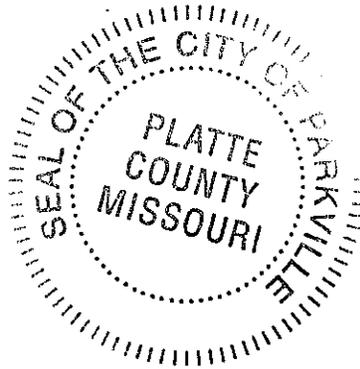
MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF FEBRUARY 17, 2015

Page 5 of 5

The minutes for Tuesday, February 17, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the third day of March 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, March 3, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - absent with prior notice |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Robert Lock | - absent with prior notice |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - absent with prior notice |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Parkville Old Towne Market Community Improvement District Board Chair Tom Hutsler and Board members to clarify information

Tom Hutsler, Parkville Old Towne Market Community Improvement District (POTMCID) chair, provided a response to clarify comments from the Board of Aldermen meeting on February 17 and a letter from the Mayor dated January 30; a copy of the response is on file with the City Clerk. Mr. Hutsler provided information about the statutes that regulated Community Improvement Districts, the information included in the by-laws related to audits and conflicts of interest, joint membership on the POTMCID Board and an entity submitting grants to the POTMCID, and transparency in the POTMCID's responses to the City's open records requests.

Alderman Sportsman shared his concerns about conflicts of interest, grant requests, accountability to Missouri Sunshine Laws requirements, and the success of the POTMCID.

Alderman Jones requested ideas on how to improve the relationship between the City and the POTMCID. Mr. Hutsler recommended a joint meeting to try to resolve the issues and reach an agreement.

Robert Poe, owner of Om Prana Yoga, stated that as a new business he appreciated the support from the POTMCID and the City, shared his concerns and encouraged a collaborative effort.

3. MAYOR'S REPORT

A. Recognize Boy Scouts for completing Eagle Scout service projects at the Parkville Nature Sanctuary

Nature Sanctuary Director Bob Fluchel introduced five local boy scouts who completed Eagle Scout service projects at the Parkville Nature Sanctuary. The scouts were Alex Heinerikson, Eric Kissinger, Devin McCombs, Nolan McMichael and William Wilhelm. Mayor Johnston thanked the scouts for their hard work. She noted the Nature Sanctuary was run almost entirely by volunteers and major projects could not be completed without help from the Boy Scouts.

B. Approve appointments to the Route 9 Steering Committee

City Administrator Lauren Palmer said the Route 9 corridor study project was planned to begin in April and the steering committee would help guide the project. The committee included five voting members and six advisory members that represented important stakeholders. Mayor Johnston thanked those who volunteered to serve.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE APPOINTMENTS TO THE ROUTE 9 STEERING COMMITTEE AS LISTED IN THE ROSTER. ALL AYES; MOTION PASSED 5-0.

Mayor Johnston recognized one member of the Boy Scouts of America in the audience and called him to the podium. Eli Gately from Troop 333 stated he was working on his Citizenship in the Community badge.

4. CONSENT AGENDA

- A. Approve the minutes for the February 17, 2015 regular meeting
- B. Approve a liquor by the drink picnic license for Main Street Parkville Association for the 12th Annual Parkville Microbrew Fest on April 25, 2015
- C. Receive and file the January sewer report
- D. Amend the use agreement with the Parkville Farmers Market Association to update the Farmers Market Policies and Procedures
- E. Approve Resolution No. 03-01-15 employing Justin A. Fetters as a police officer
- F. Approve the Planning Sustainable Places Grant Sponsor Agreement for the Route 9 Corridor Study
- G. Approve an interlocal agreement with the City of Riverside for the Route 9 Corridor Study
- H. Approve accounts payable from February 11 to February 26, 2015

Police Chief Kevin Chrisman introduced police officer candidate Justin A. Fetters and thanked his family for attending.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 5-0.

5. ACTION AGENDA

A. Approve an ordinance amending various sections of Parkville Municipal Code Chapter 143 regarding the Finance/Audit Committee

City Clerk Melissa McChesney stated the request was to amend two sections of the Parkville Municipal Code regarding Finance/Audit Committee meetings times and duties.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2832, AN ORDINANCE REPEALING AND REPLACING VARIOUS SECTIONS OF CHAPTER 143 OF THE PARKVILLE MUNICIPAL CODE REGARDING THE FINANCE/AUDIT COMMITTEE, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT THAT BILL NO. 2832 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2832 BE APPROVED ON SECOND READING TO BECOME

ORDINANCE NO. 2802. ALL AYES BY ROLL CALL VOTE: WERNER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 5-0.

Bill No. 2832 was posted February 27, 2015.

B. Approve a sign program agreement with the Missouri Department of Transportation for a promotional sign for Park University

City Administrator Lauren Palmer explained staff was working with Park University and the Missouri Department of Transportation (MoDOT) for a promotional sign to recognize the Park University women's and men's volleyball teams for winning the 2014 NAIA Championships. The sign would be installed on the city limit sign on Route 9. Palmer noted funding was only available for one sign at the city limits near Park University, but there might be opportunities in the future for signs at other locations.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE A SIGN PROGRAM AGREEMENT WITH THE MISSOURI DEPARTMENT OF TRANSPORTATION FOR A PROMOTIONAL SIGN FOR PARK UNIVERSITY. ALL AYES; MOTION PASSED 5-0.

C. Items Related to the Route 9 Downtown Entryway Project

City Administrator Lauren Palmer noted the next items related to moving forward with the Route 9 Downtown Entryway Project which was close to being ready to bid. Construction was anticipated to start in the spring with completion in the summer.

1. Approve an ordinance to authorize right-of-way agreements with the Missouri Department of Transportation for street lighting and sidewalks

City Administrator Lauren Palmer explained the project included sidewalk improvements and decorative street light maintenance and MoDOT required right-of-way agreements for public improvements in its right-of-way. The agreements obligated the City to cover costs associated with installation and maintenance of the improvements. The City partnered with Kansas City Power & Light (KCP&L) for installation of the street lights and would pay the annual per-light tariff payment to KCP&L.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2833, AN ORDINANCE AUTHORIZING THE EXECUTION OF A LIGHTING MAINTENANCE AGREEMENT AND A SIDEWALK IMPROVEMENTS AGREEMENT WITH THE MISSOURI DEPARTMENT OF TRANSPORTATION RELATED TO THE ROUTE 9 DOWNTOWN ENTRYWAY IMPROVEMENTS PROJECT, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2833 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2833 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2803. ALL AYES BY ROLL CALL VOTE: WERNER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 5-0.

Bill No. 2833 was posted February 27, 2015.

2. Authorize staff to finalize and the Mayor to execute a Growing Together Program Agreement with the Missouri Department of Transportation for the display of street light banners

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO AUTHORIZE THE CITY ADMINISTRATOR AND CITY ATTORNEY TO FINALIZE, AND THE MAYOR TO EXECUTE, A GROWING TOGETHER PROGRAM AGREEMENT WITH MODOT FOR THE DISPLAY OF STREET LIGHT BANNERS ON ROUTE 9. ALL AYES; MOTION PASSED 5-0.

3. Approve a cooperative agreement with Park University for street lighting

City Administrator Lauren Palmer opened the floor to questions from the Board. Alderman Sportsman shared his concern that the City's would be financially responsible if Park University wanted out of the agreement in the future. Palmer responded that the one year term would give the City an opportunity to review options to absorb the cost. Laurie McCormack, Park University, commented that it was doubtful that Park University would relinquish the agreement because the banners would be an asset to the university.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE THE COOPERATIVE AGREEMENT WITH PARK UNIVERSITY FOR THE DECORATIVE STREET LIGHTS TO BE INSTALLED AS PART OF THE ROUTE 9 DOWNTOWN ENTRYWAY BEAUTIFICATION PROJECT. ALL AYES; MOTION PASSED 5-0.

4. Approve Supplement No. 1 to the professional engineering services agreement with TranSystems for construction administration and observation services

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE SUPPLEMENT NO. 1 TO THE PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH TRANSYSTEMS FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE ROUTE 9 DOWNTOWN ENTRYWAY PROJECT IN A MAXIMUM AMOUNT NOT TO EXCEED \$25,507.38. ALL AYES; MOTION PASSED 5-0.

5. Accept a signage easement from Park University for property near the intersection of Route 9 and Coffey Road

City Administrator Lauren Palmer noted the city attorney reviewed the easement after the packet was published and was comfortable with the document.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO ACCEPT AN EASEMENT FROM PARK UNIVERSITY FOR ACCESS AND PLACEMENT OF SIGNAGE FOR THE ROUTE 9 DOWNTOWN ENTRYWAY BEAUTIFICATION PROJECT, AND TO AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE ANY RELATED DOCUMENTATION. ALL AYES; MOTION PASSED 5-0.

6. STAFF UPDATES ON ACTIVITIES

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update regarding an application received for Lake Pointe Lodge, a 50-unit apartment building and clubhouse, and noted the application would be reviewed by the Planning & Zoning Commission on March 10. He added that a second meeting would be scheduled at a later date to review a modified application.

Ackerson also notified the Board that staff received an application from QuikTrip for a proposed building on the southeast corner of Highway 45 and Route 9, adding that it was previously

submitted with a McDonald's but the new application did not include additional commercial development. A presentation would be given to the Planning & Zoning Commission in workshop to be held on March 10 following their regular meeting and the application would be considered on April 14.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Sportsman noted he attended the Platte County Sports Commission open house and summarized the purpose of the commission.

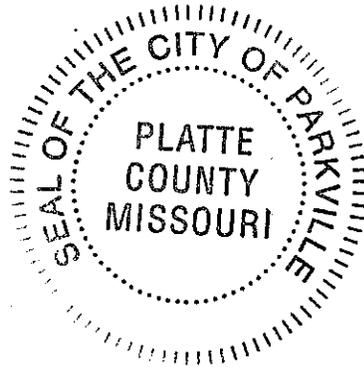
8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO **ADJOURN THE MARCH 3, 2015 REGULAR BOARD MEETING AT 8:03 P.M. ALL AYES; MOTION PASSED 5-0.**

The minutes for Tuesday, March 3, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of March 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, March 17, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - absent with prior notice |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Robert Lock | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Appoint Linda Arnold to the Community Land and Recreation Board through May 2015

Mayor Johnston stated Bill Noble served on the Community Land and Recreation Board for a number of years and appreciated his service. She added that Linda Arnold was active in the community, a former alderman, and a co-chair of River Jam.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPOINT LINDA ARNOLD TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2015. ALL AYES; MOTION PASSED 7-0.

4. CONSENT AGENDA

- A. Approve the minutes for the March 3, 2015 regular meeting
- B. Receive and file the February Municipal Court Report
- C. Receive and file the 2014 Fewson Fund Annual Report
- D. Receive and file the Semi-annual Report for the second half of 2014
- E. Receive and file the 2014 annual report from the Parkville Vikings Football Club pursuant to the Viking Field Use Agreement
- F. Receive and file the crime statistics for January 2015
- G. Receive and file the financial report for the month ending February 28, 2015
- H. Approve a revised cooperative agreement with Platte County for the collection of taxes
- I. Approve a contract with McAnany Concrete, LLC for the 2015 concrete curb and sidewalk program

- J. Approve Work Authorization No. 41 with North Hills Engineering for design and project management for the Sanitary Sewer Repairs Phase 2 Project
- K. Approve the purchase of two spare pumps for the River Hills and the McAfee pump stations
- L. Approve Resolution No. 03-02-15 employing Kevin Blair as part-time construction inspector for the Public Works Department
- M. Approve Resolution No. 03-03-15 employing Travis Phelan and William Thomsen as seasonal full-time laborers for the Parks Division of the Public Works Department
- N. Approve Resolution No. 03-04-15 supporting the City of Riverside application for a Land Water and Conservation Fund Grant to extend the Missouri Riverfront Trail
- O. Approve accounts payable from February 26 to March 10, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 7-0.

5. ACTION AGENDA

A. Approve professional services agreements with Kaw Valley Engineering, Inc. and Professional Service Industries, Inc. for on-call construction materials testing services

Public Works Director Alysen Abel said the City wanted to establish an on-call arrangement with multiple firms for Public Works projects and private development projects. The City posted a Request for Qualifications and received five proposals. The two firms were selected based on related project experience and the firm's capabilities. Abel explained the agreements were for two-year terms with the option to renew for one additional year and work authorizations would be initiated for each individual project.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER APPROVE PROFESSIONAL SERVICES AGREEMENTS WITH KAW VALLEY ENGINEERING, INC. AND PROFESSIONAL SERVICE INDUSTRIES, INC. FOR ON-CALL CONSTRUCTION MATERIALS TESTING SERVICES. ALL AYES; MOTION PASSED 7-0.

6. NON-ACTION AGENDA

A. Contracting with the Platte County Regional Sewer District to provide sewer billing services

City Administrator Lauren Palmer stated the sewer billing clerk submitted her resignation and staff was in the process of receiving applications and evaluating options. She noted one option was to outsource the sewer billing to the Platte County Regional Sewer District (PCRSB) which was similar to a former arrangement with Missouri American Water. The PCRSB would provide services at a cost of 67 cents per customer per month, which Palmer noted was comparable to the current expenses and could generate some savings. Staff completed the first tier of analysis but further analysis could be completed at the request of the Board.

Palmer explained the key issues considered were customer service, technology, recordkeeping and auditing, delinquencies and penalties, and the Riss Lake grinder pump fees. In regards to customer service, the billing calls would be referred to PCRSB, which was headquartered in Tracy and was open during regular business hours, and they were open-minded to having a staff person at City Hall one day per week to address customer questions in person. Palmer noted that many residents were PCRSB sewer customers. The disadvantage for customer service would be that the City would no longer have a dedicated staff person to address the issues in person.

The second key issue was technology, which Palmer explained there were unknown costs but

staff was optimistic that it would be a smooth transition. The details would be unknown until the process was initiated and upgrades or up-front investments may be needed. The PCRSD system had technical limitations with limited capabilities and did not provide online billing, which would convert some Parkville customers back to paper.

The third key issue was recordkeeping and auditing. Palmer said the City would receive a one-time payment from the PCRSD per month. She noted staff would need to establish checks and balances to verify all amounts were received from the sewer district.

The fourth key issue considered was related to delinquencies and penalties. Palmer stated the Board had implemented new provisions for water shutoffs, property liens and the landlord/tenant relationship. The PCRSD had a similar process and some policies were more stringent and others were more lenient, and the City would be expected to adopt the sewer district's policies.

The fifth key issue considered was the Riss Lake grinder pump fees which the City collected on behalf of the Riss Lake Homeowners' Association. Palmer said the PCRSD was not willing to continue to collect those fees and the small administrative fee received by the City would no longer exist. She added the Board had previously discussed removing the grinder pump fees but no changes were made.

The Board discussed late fees, online payments, customer service, responses by the PCRSD to sewer questions and issues about the City's sewer system, and options for sewer utility billing services until a decision was made. Sean Burns, PCRSD, discussed online payments by the PCRSD and noted they would evaluate technology upgrades if needed.

The consensus of the Board was for staff to further evaluate outsourcing the sewer utility billing to the sewer district.

7. STAFF UPDATES ON ACTIVITIES

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update to code enforcement improvements which was a priority established by the Board. Ackerson noted that in 2014 there were 79 property code complaints, 65 violations, and other violations totaled 116, and at the end of the year 53 cases were resolved with 12 pending. Ackerson added that staff relied on complaints and were working to streamline the process by coordinating with the Municipal Court and City prosecutors for citations. He also noted the newly adopted outdoor storage regulations helped pursue cases that were not able to be pursued previously. Staff was reviewing the property maintenance code and identified key partners that helped to identify issues. Ackerson said there were 32 cases that included six zoning and seven erosion control cases and staff was researching the ability to create a different standard for repeat offenders. Ackerson added the challenge was there were only two building inspectors that were the primary enforcement officers, compared to five full-time staff in 2002 when the new construction permits were at the same level.

Ackerson also provided an update on development applications for QuikTrip and Lake Pointe Lodge. He noted that a hearing was held on March 10 for Lake Pointe Lodge would submit modifications to change the zoning at a special Planning and Zoning Commission meeting on March 31. He also noted an application was received by QuikTrip but they were unable to attend the meeting on March 10 so it was rescheduled to the special meeting on March 31.

The Board requested an update on the Highway 45 Corridor, and Ackerson responded that the steering committee would hold another meeting prior to a public open house. The committee identified distinctions where different standards should apply and the consultant would draft strategies to be presented at the public open house.

B. Public Works

Public Works Director Alysén Abel said the City was awarded \$40,000 from a Platte County Outreach Grant for improvements to the restroom in English Landing Park and the project was slated for the fall. She also provided an update on the River Hills sinkhole investigation, noting that Olsson Associates completed drilling and the laboratory testing would be completed the next week. She anticipated the final report would be completed and recommendations prepared by the end of the following week.

Abel also provided updates about a dedication ceremony for the Sullivan Nature Sanctuary on May 16; a prescribed burn at Platte Landing Park on March 12 that burned approximately 20 percent of the invasive vegetation and another prescribed burn scheduled for March 18; the street sweeping contract for Finance Committee approval on March 31 with the project to start in April; the asphalt mill and overlay project planned to begin in May for which staff was evaluating contract options and a possible partnership with Platte County; and the concrete curb and gutter project that was soon to be underway.

8. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Plumb said there was misinformation in the public about a contract issue between the City and Google for Google Fiber. Mayor Johnston noted the Board had conversations with Google and were told there was nothing further the City could do.

Mayor Johnston noted that the Board held an executive session prior to the meeting and requested a motion to reconvene.

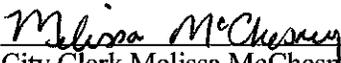
IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO RECONVENE THE EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PURSUANT TO RSMO 610.021(1) AND PERSONNEL MATTERS PURSUANT TO RSMO 610.021(3). ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

9. ADJOURN

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO ADJOURN THE MARCH 17, 2015, REGULAR BOARD MEETING AT 8:30 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, March 17, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventh day of April 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, April 7, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Robert Lock | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Proclaim April 14, 2015 as Pan American Day and April 13-18, 2015 as Pan American Week

The Mayor presented the proclamation to Erik Bergrud, Park University Associate Vice President of Constituent Engagement.

B. Recognition for Public Works Director Alysen Abel for the 2015 Harland Bartholomew Award from the American Society of Civil Engineers

City Administrator Lauren Palmer and Mayor Johnston recognized Public Works Director Alysen Abel with a certificate for the 2015 Harland Bartholomew Award from the American Society of Civil Engineers. Jennifer Taylor, president of local chapter of ASCE, congratulated Ms. Abel on her award.

Mayor Johnston said that the National Association of Counties ranked Platte County has number one out of 92 counties for health. She noted the rankings were based on 30 factors, beyond medical care, and showed conditions that impacted how well and long residents in the county lived.

4. CONSENT AGENDA

- A. Approve the minutes for the March 17, 2015 regular meeting
- B. Approve the 2015 Fewson Fund investment strategy
- C. Receive and file the February sewer report
- D. Approve the purchase of a 2015 Ford Escape SE and accessory equipment from Thoroughbred Ford for the Community Development Department

- E. Approve a retail liquor by the drink picnic license for the 20th Annual Blues, Jazz and Fine Arts River Jam on June 19-20, 2015
- F. Receive and file the March Municipal Court report
- G. Approve accounts payable from March 10 to April 2, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 8-0.

5. ACTION AGENDA

A. Approve a scope of work and fee proposal with Cook, Flatt & Strobel (CFS) Engineers for the Route 9 Corridor Study

City Administrator Lauren Palmer explained staff released a Request for Qualifications (RFQ) in January and received two proposals. A selection committee, comprised of representatives from each funding partner, recommended CFS Engineers because they demonstrated the best overall approach, focused on a total solution including financing and provided solid examples of relevant experience. Palmer noted the approach was different because the Mid-America Regional Council (MARC) would hold the consultant contracts on behalf of the grant entities and would complete the grant administrative work, but the City would still maintain project control. The project was anticipated to kick off in May with an initial steering committee meeting and completion was targeted for November. Palmer added the goal was to be prepared in order to apply for Surface Transportation Program funding in January 2016.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE SELECTION OF COOK, FLATT & STROBEL ENGINEERS AS THE LEAD CONSULTANT FOR THE ROUTE 9 CORRIDOR STUDY; AND TO RECOMMEND THAT THE MARC BOARD OF DIRECTORS EXECUTE A CONTRACT WITH THE SCOPE AND FEE AS PROPOSED. ALL AYES; MOTION PASSED 8-0.

B. Approve Resolution No. 04-01-15 adopting a policy for miscellaneous staff and elected official expenses

City Administrator Lauren Palmer presented items 5B and 5C simultaneously because they were related to the miscellaneous expense policy. The first request was to adopt a policy for staff and elected official expenses. The policy was discussed by the Finance Committee since the fall of 2014 and the consensus was to eliminate the \$45 monthly alderman and mayor allowances to create a pool of funds. The Finance Committee discussed the revised policy in December and tabled the item for further discussion. An ad-hoc committee, comprised of aldermen Driver, Lock and Rittman, reviewed the policy and submitted a recommendation that was approved by the Finance Committee on March 9.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 04-01-15 ADOPTING THE MISCELLANEOUS EXPENSE AUTHORIZATION AND REIMBURSEMENT POLICY AS PROPOSED. ALL AYES; MOTION PASSED 8-0.

C. Approve an ordinance to repeal Section 3 of Ordinance Nos. 1256 and 1151* to eliminate expense allowances for certain elected officials

City Administrator Lauren Palmer explained the second part of the request was an ordinance to repeal sections of two prior ordinances related to the monthly allowance.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2834, AN ORDINANCE **REPEALING SECTION 3 OF ORDINANCE NOS. 1256 AND 1151* TO ELIMINATE THE EXPENSE ALLOWANCES FOR CERTAIN ELECTED OFFICIALS**, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2834 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2834 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2804. ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

**The information in the original ordinance was changed to correct the ordinance number due to a scrivener's error. Ordinance No. 1151 was inadvertently repealed and corrected to instead repeal Ordinance No. 1152. The change was approved by the Board of Aldermen on April 21, 2015.*

Bill No. 2834 was posted April 3, 2015.

D. Approve an application for a Planned District Development permit for exterior modifications in the Old Town District for a change of color for 113 Main Street – Case No. PZ15-08; Kori Jenkins, owner of Chaos Boutique

Assistant City Administrator/Community Development Director Sean Ackerson said the business was located on the east side of Main Street. He noted that when staff considered applications under the Old Town District (OTD) guidelines they also referenced Vision Downtown Parkville. The OTD guidelines called for use of complimentary colors in surrounding buildings and Vision Downtown Parkville included suggestions to match other colors in downtown. The request was submitted to the Planning & Zoning Commission on March 10; members had concerns about the color and discussed the desire to adopt paint colors for the district as opposed to each request being subjective. The Planning & Zoning Commission voted 5-3 for the applicant to reconsider the blue color. An e-mail distributed by the applicant Kori Johnson at the meeting is attached as Exhibit A.

The Board discussed adopting a color palette for the downtown area in the future and talked about past discussions about the color. Kori Jenkins provided comments and described her business.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE APPLICATION FOR A PLANNED DISTRICT DEVELOPMENT PERMIT TO ALLOW MODIFICATION OF THE BUILDING COLORS FOR 113 MAIN STREET AS SUBMITTED**. ALL AYES; MOTION PASSED 8-0.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

City Administrator Lauren Palmer noted she attended the Fort Leavenworth National Security Roundtable Program on April 2 and said the purpose was to expose community leaders to the mission of the Command and General Staff College at Fort Leavenworth.

Palmer said that after 25 years of service, city prosecutor Pete Schloss was retiring effective at the end of May. Staff was working on a transition plan and would submit a recommendation in advance of his departure. A recommendation for a replacement was submitted to staff by Mr. Schloss.

Palmer explained the City received notice that the Platte County Regional Sewer District

withdrew its offer to work with the City to contract sewer billing due to concerns about the technology conversion and meeting customer service needs that included online billing. Staff looked at a contract arrangement with Alliance Water Resources but the cost outweighed the benefit. Palmer explained staff was moving forward to fill the position.

Palmer stated that the Route 9 Downtown Entryway Project was not yet ready to be bid but was very close. The easement was recorded with Platte County and staff was waiting on final approval by the Missouri Department of Transportation. Palmer added staff was also working with Kansas City Power & Light (KCPL) and MoDOT for the banner brackets. Despite the delays, she anticipated the project would be on schedule and would be put out to bid soon.

B. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on Planning and Zoning Commission items, including an application for the Lake Pointe Lodge apartments and QuikTrip. The Commission reviewed the Lake Pointe Lodge application on March 10 and during a special meeting on March 31 and recommended denial of the application. The QuikTrip application would be considered by the Commission on April 14.

C. Public Works

Public Works Director Alysén Abel provided an update on donations received in memory of Barbara Lance, noting that \$1,680 was received for the Nature Sanctuary. Nature Sanctuary Director Bob Fluchel and the Nature Sanctuary Board decided to use money to purchase three picnic tables to replace tables in the entryway and the family requested commemorative plates on the tables. Abel added that thank you cards were mailed to all the donors.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

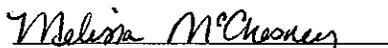
Alderman Driver reported that the Farmers Market season would begin on April 25. She also thanked Officer Cassell for his response and thanked Chief Chrisman.

8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE APRIL 7, 2015, REGULAR BOARD MEETING AT 7:49 P.M. ALL AYES; MOTION PASSED 8-0.

The minutes for Tuesday, April 7, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twenty-first day of April 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, April 21, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - absent with prior notice |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Robert Lock | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. MUNICIPAL ELECTION RESULTS

A. Approve an ordinance to canvass the election returns for the April 7, 2015, general municipal election

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2835, AN ORDINANCE CANVASSING THE ELECTION RETURNS OF THE APRIL 7, 2015, GENERAL MUNICIPAL ELECTION, BE APPROVED ON FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2835 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2835 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2805. ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

Bill No. 2835 was posted April 17, 2015.

Mayor Johnston changed the order of the agenda to recognize Bob Lock for his service as Ward 3 alderman.

C. Recognize outgoing Ward 3 Alderman Bob Lock

Mayor Johnston explained that Bob Lock was appointed in January to fill a vacancy for Ward 3 alderman previously held by Kendall Welch. She added he was a member of an ad-hoc miscellaneous expense policy committee, was active on the Finance Committee, and offered to review policies after his departure. She presented him with a gift and certificate of recognition.

B. Present Certificates of Election and Administer Oaths of Office

The City Clerk presented certificates of election and administered the oaths of office to aldermen-elect Diane Driver, Jim Werner, Douglas Wylie and Greg Plumb.

3. CITIZEN INPUT

4. MAYOR'S REPORT

A. Proclaim April 24, 2015 as Arbor Day

Mayor Johnston read the proclamation and noted a tree dedication would be held on April 24 at the Platte Landing Park dog park.

B. Appoint Captain Jon Jordan as Director of the Parkville Emergency Management Agency

Police Chief Kevin Chrisman said Captain Jordan transferred to the position in January. He noted that Captain Jordan was hired in January 1991 and became a full-time officer in May 1993 and worked during several emergencies and volunteered twice to help with Hurricane Katrina.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPOINTMENT OF CAPTAIN JON JORDAN AS DIRECTOR OF THE PARKVILLE EMERGENCY MANAGEMENT AGENCY. ALL AYES; MOTION PASSED 7-0.

C. Appoint Bob Lock to the Planning and Zoning Commission through May 2017

Mayor Johnston said Bob Lock was a resident of Parkville since 2003 and previously served on the Planning and Zoning Commission since 2009 prior to becoming an alderman in January 2015. The Mayor added she was grateful for his contributions to the Board and looked forward to his participation on the Commission.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPOINTMENT OF ROBERT LOCK TO THE PLANNING & ZONING COMMISSION THROUGH MAY 2017. ALL AYES; MOTION PASSED 7-0.

D. Appoint Michael Wright to the Planning and Zoning Commission through May 2018

Mayor Johnston stated that Michael Wright was a resident since 2002, had 37 years of experience in the architectural field and was licensed as an architect in 45 states.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPOINTMENT OF MICHAEL WRIGHT TO THE PLANNING & ZONING COMMISSION THROUGH MAY 2018. ALL AYES; MOTION PASSED 7-0.

5. CONSENT AGENDA

- A. Approve the minutes for the April 7, 2015 regular meeting
- B. Receive and file the crime statistics from January through February 2015
- C. Receive and file the financial report for the month ending March 31, 2015
- D. Authorize the City Clerk to correct a scrivener's error on Ordinance No. 2804 to correct the repeal of Ordinance No. 1151 and instead repeal Ordinance No. 1152
- E. Approve a memorandum of understanding with the Platte County Health Department related to cooperative efforts during a public health emergency

- F. Approve Resolution No. 04-02-15 employing Tim Jordan as a full-time seasonal laborer for the Parks Division of the Public Works Department
- G. Approve naming the trail in the Sullivan Nature Sanctuary in honor of Maria Ewing
- H. Approve accounts payable from April 2 to April 15, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 7-0.

6. ACTION AGENDA

- A. **Approve the rezoning of 5.02 acres located on the east side of Highway 9 east of Clark Avenue from "B-4" Planned Business District to "R-5" Planned Multi-Family Residential District for Lake Pointe Lodge – Case No. PZ15-02; Kevin Green on behalf of KGH Building Group LLC, owner**

Assistant City Administrator/Community Development Director Sean Ackerson explained that the property included three parcels and the request proposed rezoning from B-4 Planned Business District to R-5 Planned Multi-Family Residential District. An application was submitted to the Planning and Zoning Commission on March 31. Staff presented findings that concluded the application met the purpose of an R-5 District, was not out of character with the surrounding zoning and did not adversely affect the health and welfare of the public. Ackerson added that traffic impacts were expected to be less than in a B-4 zoning district and rezoning was not consistent with the Parkville Master Plan but could meet several parts of the plan.

Ackerson said at the public hearing the request was compared to the application that was approved in 2003 for the B-4 zoning district and the applicant demonstrated the proposed site plan covered less of the site. He added that the Planning and Zoning Commission heard public comment and several spoke in opposition of the application, citing concerns about the development impacts and that traffic was not adequately address. The Commission recommended denial by a vote of 5-3. Ackerson said that following the recommendation for denial, residents of the Pinecrest subdivision filed a protest petition and staff confirmed 30 percent or more of the property was within 185 feet and as a result approval would require a super-majority vote of six aldermen. The protest petition is on file with the City Clerk.

Mayor Johnston stated that she learned of the neighborhood meeting the prior week on Facebook and would have attended if she had been aware of the meeting.

Mayor Johnston explained a public hearing was held during the Planning and Zoning Commission meeting and noted the Board of Aldermen meeting agenda item was not a public hearing, but public comment would be accepted even though it was not required. She further outlined rules for public comment.

John Roe, attorney for the applicant, provided an overview of the proposed R-5 rezoning, noting it was a more restrictive district than the existing B-4 zoning. He also reviewed the purpose of the R-5 zoning district according to the Parkville Municipal Code and added the plan originally approved for office buildings in 2003 (under the existing B-4 zoning) had expired.

Kevin Green, KGH Building Group, LLC, shared his career history in the development industry and of the application approved in 2003 for office buildings. He added that he though the best transition for the neighborhood and the city was an apartment development as presented. He shared his intent to retain ownership of the apartments through a holding company.

David Eickman, Olsson Associates, completed the preliminary storm water study that addressed on-site detention and preliminary routing. He provided an overview of the proposed system. Mr. Roe provided conclusions from the storm water report.

Tom Fulton, George Butler Associates, provided an overview of the traffic impact study, noting there would be less traffic from an apartment building than from office buildings. Mr. Roe provided conclusions from the traffic study.

Bill Prelogar, NSPJ Architects, reviewed the property and proposed development and compared the application to the previously approved office buildings.

Pete Burgess, real estate appraiser, explained that there was more need for an apartment building than for office space in the current market.

The Mayor opened the floor to public comments. Patricia Breuer, 6203 NW Pine Ridge Circle, represented the Pinecrest subdivision, noting there were 69 homes and 57 residents who signed a petition in opposition. A copy of the petition is on file with the City Clerk. She provided a history of the subdivision and felt the proposed site plan did not fit the overall vision of the Parkville Master Plan, and would permanently degrade the value of homes in the neighborhood. Alderman Plumb asked her what type of development she would prefer in the location and Ms. Breuer responded she would like to see it become parkland. Mayor Johnston explained that the applicant had the right to develop the property if it met the city's requirements and asked the public if they had considered what would occur if the property were to remain in the B-4 zoning district.

Matt Dunnery, 8405 NW 62nd Street, felt that quality, single-family homes would be most appropriate at the location and any development should fit into the Parkville Master Plan.

Spencer Keese, 6128 NW Pine Ridge Circle, previously served on the Planning and Zoning Commission and commented that a five-story apartment building was too big and the property should have buildings that more fit into the area and preferred townhomes or residences where an investment was made in Parkville.

Ackerson explained the request was to rezone the property to R-5 but did not include approval of the site plan. The R-5 district allowed a variety of uses and the applicant requested one specific use to fit the requested zoning. He provided an overview of the Parkville Master Plan. Ackerson explained that the Board could approve the zoning but not allow a five-story apartment building and instead consider other uses under the requested zoning. City Attorney Steve Chinn added the decision had to be reasonable in light of the circumstances with consideration by the Planning and Zoning Commission and final approval by the Board of Aldermen; the previously requested R-4 zoning district only required Planning and Zoning Commission approval.

Ackerson said the Planning and Zoning Commission recommended denying the rezoning and therefore did not act on the site plan application. If approved by the Board the applicant would be required to submit a site plan to the Commission.

Doug Bias, Jr., 8515 NW 62nd Terrace, said that lighting was a concern for residents and suggested smaller residential homes which would be less impactful to home values.

Jeff Brocker, 6125 NW Pine Ridge Circle, stated he felt restaurants should be placed on the property and the B-4 zoning was appropriate.

Linda Arnold, 8500 Highridge Drive, stated she served as an alderman during the 2003 application and voted against the application.

Alderman Sportsman provided a history of the decision for the B-4 zoning approved in 2003 which intrigued some of the aldermen because there could be transition from commercial on the west side of Highway 9.

John Mesa, 8501 NW 62nd Street, said he felt the main concept throughout the Master Plan was to maintain the character of the city. He added the land was tough to develop and it was hard for residents to recommend what should be developed on the property.

Alderman Jones, Werner, Plumb, Wylie, Driver and Sportsman stated reasons why they would not support the rezoning application.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **DENY THE APPLICATION TO REZONE 5.02 ACRES, MORE OR LESS, LOCATED ON THE EAST SIDE OF 9 HIGHWAY EAST OF CLARK AVENUE, FROM “B-4” PLANNED BUSINESS DISTRICT TO “R-5” PLANNED MULTI-FAMILY RESIDENTIAL DISTRICT.** ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **RECESS THE MEETING AT 10:46 P.M.** ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **RECONVENE THE MEETING AT 10:56 P.M.** ALL AYES; MOTION PASSED 7-0.

B. Approve removing a portion of Klamm Road in Parkville and authorize staff to approve associated construction drawings and a development agreement subject to conditions

Assistant City Administrator/Community Development Director Sean Ackerson explained a portion of Klamm Road was in Parkville and the remainder in Kansas City. He noted that the City of Kansas City approved plans to construct a 291 unit apartment building and authorized relocating Klamm Road to Kansas City. The plans submitted by Olsson Associates showed removing the existing Klamm Road pavement, re-grading and stormwater modifications and also proposed a privacy wall within the City’s right-of-way. Since there would no longer be a transportation function of the City’s right-of-way, staff recommended vacating that portion of Klamm Road right-of-way where the road would be removed.

Regarding the wall, Ackerson said that during discussions about the apartment project neighbors expressed a desire for a definitive buffer. He stated that staff did not recommend the City accept the proposed wall. Instead he recommended that the wall be allowed only if it were to be accepted and maintained by the Riss Lake Home Owner’s Association, abutting neighbors or other party.

Ackerson noted the request, if approved, would remove a portion of the road and authorize staff to approve associated construction drawings with final approval by Public Works Director Alysen Abel. The applicant would reimburse the City for fees and conditions were outlined in the development agreement to implement the conditions.

Patricia Jenson spoke on behalf of the applicant and requested approval of the vacation of Klamm Road.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE REMOVING A PORTION OF KLAMM ROAD IN PARKVILLE; AND AUTHORIZE STAFF TO APPROVE ASSOCIATED CONSTRUCTION DRAWINGS AND A DEVELOPMENT AGREEMENT SUBJECT TO THE CONDITIONS OUTLINED IN THE POLICY REPORT.** ALL AYES, MOTION PASSED 7-0.

C. Approve an ordinance accepting the public street and storm sewer improvements and associated maintenance bonds for Thousand Oaks 13th Plat, Phase B

Public Works Director Alysen Abel stated that Thousand Oaks 13th Plat, Phase B, was completed on April 1 and the developer submitted a maintenance bond that covered repairs for two years after the date of acceptance. Abel explained that inspection procedures changed since the improvements started in 2014 and staff had concerns with the subgrade due to lack of records to

verify it was installed properly. The City contracted with a professional engineer to inspect the final subgrade and street construction and determined the specifications were equal to those required by the City. Abel added staff felt the maintenance period was sufficient and did not need to be extended past two year.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2836, AN ORDINANCE **ACCEPTING THE PUBLIC STREET AND STORM SEWER IMPROVEMENTS AND THE ASSOCIATED MAINTENANCE BONDS FOR THOUSAND OAKS 13TH PLAT, PHASE B**, BE APPROVED ON FIRST READING. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2836 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2836 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2806. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

Bill No. 2836 was posted April 17, 2015.

D. Approve the purchase of truck equipment from Kranz of Kansas City, Inc. for the Street Division of the Public Works Department

Public Works Director Alysen Abel said that the Board of Aldermen approved the purchase of two trucks for the Public Works Department on February 17. A bid was released for snow equipment for the two trucks and one response was received. Abel added the City had previously worked with the vendor and provided good service. She said staff was aware of two other local companies that provided the same service and notified each of the bid but they declined to respond because the equipment was not an exact match for the specifications outlined in the bid. She also added that staff researched the Missouri Statewide Purchasing Contract website and the Kansas City Regional Planning Cooperative and neither had the equipment needed. Two of the department's older trucks and one salt spreader would be sold at auction with the proceeds going to the Transportation Fund. The purchase was within the budgeted amount and was approved by the Finance Committee on April 13.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE PURCHASE OF TRUCK EQUIPMENT FROM KRANZ OF KANSAS CITY, INC. FOR TWO FORD F-350 4X4 SUPER DUTY TRUCKS FOR A TOTAL AMOUNT OF \$52,308**. ALL AYES, MOTION PASSED 7-0.

E. Adopt the Parkville Parks Donation Program

Assistant to the City Administrator Tim Blakeslee stated staff worked with the Community Land and Recreation Board (CLARB) to develop the parks donation plan with four areas of focus. He provided an overview of the cost for each donation item and noted information was provided online and in a brochure. CLARB recommended approval of the program at its April 8 meeting.

City Administrator Lauren Palmer said that Mr. Blakeslee worked with CLARB to overhaul the special events policy in the park so they would not have to approve every event which allowed them more time for other projects like the proposed donation program.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADOPT THE PARKVILLE PARKS DONATION PROGRAM**. ALL AYES, MOTION PASSED 7-0.

7. STAFF UPDATES ON ACTIVITIES

Police Chief Kevin Chrisman updated the Board on the speed trailer that was placed at Platte Landing Park from March 28 through April 1. He noted the trailer was set up for five days and the average speed was 16.35 miles per hour.

8. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Driver noted that the Farmers Market opening day and Microbrew Fest were scheduled for April 25. Alderman Plumb reminded the Board that the Northland Recycling Extravaganza was also scheduled on April 25.

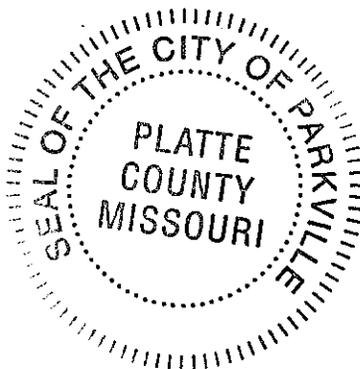
9. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE APRIL 21, 2015, REGULAR BOARD MEETING AT 11:25 P.M. ALL AYE; MOTION PASSED 7-0.**

The minutes for Tuesday, April 21, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifth day of May 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:01 p.m. on Tuesday, May 5, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston announced an executive session was held at 5:30 p.m. pursuant to RSMo 610.021(3) and no action was taken.

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

Mayor Johnston welcomed Alderman Doug Wylie to the Board as a Ward 3 alderman and provided a summary of his background.

A. Approve reappointments to the Planning and Zoning Commission

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE REAPPOINTMENTS OF DEAN KATERNDAHL THROUGH MAY 2018 AND BRYANT LAMER, R. DOUGLAS KRTEK AND JOHN DELICH THROUGH MAY 2019 TO THE PLANNING AND ZONING COMMISSION. ALL AYES; MOTION PASSED 8-0.

B. Approve reappointments to the Community Land and Recreation Board

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE REAPPOINTMENTS OF LINDA ARNOLD, BILL GRESHAM, LAURA OZENBERGER AND ADAM ZINK TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2018. ALL AYES; MOTION PASSED 8-0.

4. CONSENT AGENDA

- A. Approve the minutes for the April 21, 2015 regular meeting
- B. Receive and file the March sewer report
- C. Approve an agreement with Kansas City Power and Light for the M-Power Program for June 1, 2015 through September 30, 2015, at the Wastewater Treatment Plant

- D. Approve Resolution No. 05-01-15 employing Wayne Frazier as a part-time Nature Sanctuary Assistant Director
- E. Approve Resolution No. 05-02-15 employing Emily Crook as a full-time Department Assistant/Billing Clerk
- F. Approve accounts payable from April 15 to April 29, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 8-0.

5. ACTION AGENDA

A. Presentation of the public management analysis of the Old Parkville Cemetery by the Park University Master of Public Affairs Program

Assistant to the City Administrator Tim Blakeslee thanked Becky Stuteville and her students for their hard work on the project related to management and maintenance of the Old Parkville Cemetery. The partnership between the City and Park University provided an opportunity for volunteers to help staff with a low priority project to develop a plan to preserve and maintain the cemetery.

Becky Stuteville, Scott Hageman and David Fox, Park University, were joined by two students Kelvin Igumbor and Denise Jacobson, and Carolyn Elwess. Students from around the country and one from Indonesia were part of an online class that researched Parkville Municipal Code Chapter 155 and RSMo Chapter 79 for information on cemeteries. The report addressed issues concerning recordkeeping, maintenance and repair, liability issues and organizational structure on the Cemetery Board. Recommendations included reconstituting the Cemetery Board, getting more citizen participation, looking at in-house or contracted services, and forming a non-profit organization.

Kelvin Igumbor spoke about culture and said important values were sustainability and accountability. Recommendations included connecting with the cultural history of the area to create a sense of mission and creating a Code of Ethics to address accountability.

Denise Jacobson spoke about the involvement of the community and social media and said best practices included inventory, maintenance drawing attention to safe methods of restoring gravestones, creating a park-like atmosphere and increasing interaction to decrease vandalism.

David Fox provided an overview of a mapping project and development of a database of individuals buried in the cemetery. The goal was to develop the database into an online system with information about the individuals buried in the cemetery and links to other websites for historical information.

Blakeslee said many of the recommendations from the report were feasible and the primary recommendation was reconstituting the Cemetery Board to be an advocacy group for cemetery maintenance. He said staff would put together a proposal before making a commitment and if it was re-established would research the National Register of Historic Places, put together annual budget recommendations, create a maintenance action plan, and identify volunteer activities. Blakeslee added the only recommendation staff did not agree with was the formation of a non-profit organization because the City could not accept donations.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO RECEIVE AND FILE THE PUBLIC MANAGEMENT ANALYSIS OF THE OLD PARKVILLE CEMETERY AND DIRECT STAFF TO PROCEED WITH IMPLEMENTATION OF THE STAFF RECOMMENDATIONS AS OUTLINED IN THE POLICY REPORT. ALL AYES, MOTION PASSED 8-0.

B. Appoint an alderman as Acting President of the Board of Aldermen through April 19, 2016

City Clerk Melissa McChesney stated that in Parkville Municipal Code Section 105.030 the Board of Aldermen was to appoint an Acting President of the Board annually following the April election. Alderman Sportsman served as acting president since 2012.

IT WAS MOVED BY ALDERMAN PLUMB AND SECONDED BY ALDERMAN DRIVER TO APPOINT ALDERMAN SPORTSMAN AS ACTING PRESIDENT OF THE BOARD OF ALDERMEN THROUGH APRIL 19, 2016. ALL AYES, MOTION PASSED 8-0.

C. Approve the investment renewal and public services agreement for 2015 with the Parkville Economic Development Council

City Administrator Lauren Palmer stated the initial investment in the Parkville Economic Development Council was approved in 2011 for an initial three years and was renewed for an additional year in 2014. Palmer explained the renewal was different because staff recommended a public services agreement because staff felt that as the lead investor to the PEDC it was appropriate to have an agreement to help define commitments for the relationship, as listed in Exhibit A of the agreement. To the extent possible, quantitative measures to meet the goals listed in the scope of services would be provided in quarterly reports to the Board

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE 2015 INVESTMENT RENEWAL AND PUBLIC SERVICES AGREEMENT IN THE AMOUNT OF \$20,000. ALL AYES, MOTION PASSED 8-0.

D. Approve Change Order No. 1 to the 2015 concrete curb and sidewalk contract with McAnany Concrete

Public Works Director Alysén Abel explained staff was working with the contractor to identify areas to reconstruct damaged curb and the initial approved amount of the contract was for 2,000 lineal feet. Staff identified additional areas that needed to be removed and the change order was to replace an additional 450 lineal feet. Abel added the contractor honored the unit price of the contract and the total amount with the change order was still within budget.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE CHANGE ORDER NO. 1 TO THE 2015 CONCRETE CURB AND SIDEWALK CONTRACT WITH MCANANY CONCRETE IN AN AMOUNT NOT TO EXCEED \$15,750, WITH UNIT PRICES AS LISTED IN THE ORIGINAL CONTRACT. ALL AYES, MOTION PASSED 8-0.

E. Applications for southeast corner of highways 45 and 9 – QuikTrip Corporation, applicant

1. Approve an ordinance amending Chapter 405 of the Parkville Zoning Code to rezone approximately 2.653 acres from “B-4” Planned Business District with restrictions for a shopping center to “B-4” Planned Business District – Case PZ15-07

Assistant City Administrator/Community Development Director Sean Ackerson stated that Ordinance No. 1017 approved rezoning the property to “B-4” Planned Business District with restrictions for a shopping center on 16.2 acres, but the conditions did not apply to other uses in the B-4 district. Ackerson said after review with legal counsel staff recommended rezoning to “B-4” district without conditions. The Planning and Zoning Commission recommended approval of the rezoning by a vote of 9-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2837, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 405 TO REZONE 2.653 ACRES, MORE OR LESS,

FROM “B-4” PLANNED BUSINESS DISTRICT WITH RESTRICTIONS FOR A SHOPPING CENTER TO “B-4” PLANNED BUSINESS DISTRICT, BE APPROVED FOR FIRST READING. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2837 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2837 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2807. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

Ackerson noted a typographical error in the ordinance would be corrected but did not change the context of the ordinance.

2. Approve an application for a preliminary development plan for a QuikTrip gas and convenience store on 2.653 acres zoned “B-4” Planned Business District – Case PZ15-10

Assistant City Administrator/Community Development Director Sean Ackerson explained the preliminary development plan included a Generation III store with 5,858 square feet of retail space and 18 pumps on nine islands. He added similar plans were submitted in 2013 by a separate developer to include a McDonald’s but the new application only included the QuikTrip store. The Planning and Zoning Commission accepted public comment on April 20 and concerns were raised about road access, traffic impacts and impacts on abutting properties. The Commission felt the issues were addressed in the plans and approved the plan by a vote of 9-0 with 18 conditions listed in the staff report. Revised sign and landscape plans are appended hereto as Exhibit A.

Patricia Jenson, White Goss Law Firm, and Matt Brooks, QuikTrip project manager, provided facts about QuikTrip Corporation. Jenson highlighted the stormwater and traffic issues discussed at the Planning and Zoning Commission meeting. She stated that if the application was approved grading would start in July or August and the store would be open in Spring 2016.

The Board discussed the height of the building, plans for the dirt from the property, zoning for the surrounding land and signage. Ackerson explained the final development plan and final plat would be submitted to the Planning and Zoning Commission for approval with substantial compliance with the preliminary development plan, but did not require Board of Aldermen approval.

Steve Werger, 1617 Swift, North Kansas City, spoke in favor of a traffic light at Julian Drive and said he was meeting independently with the Missouri Department of Transportation.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ACCEPT THE PLANNING AND ZONING COMMISSION RECOMMENDATION AND TO APPROVE THE PRELIMINARY DEVELOPMENT PLANS FOR QUIKTRIP STORE NO. 0189 SUBJECT TO SPECIFIED CONDITIONS. ALL AYES, MOTION PASSED 8-0.

F. Approve an ordinance for replat of lots 508-510 of West Shore Estates at Riss Lake – Case PZ15-09; Don Julian Builders, applicant

Assistant City Administrator/Community Development Director Sean Ackerson said the property was originally platted in 1997 but was not developed and the request was to combine three lots and subdivide them into two larger lots.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2838, AN ORDINANCE **APPROVING THE REPLAT OF LOTS 508, 509 AND 510, WEST SHORE ESTATES AT RISS LAKE**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2838 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER SECONDED THAT BILL NO. 2838 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2808. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

6. STAFF UPDATES ON ACTIVITIES

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on upcoming Planning and Zoning Commission applications, noting two applications would be reviewed at the meeting on May 12. The Townhomes at the National 3rd Plat was a request to replat lots into single-family lots with provided maintenance. The second application was for Bella Vista at the National which proposed 300 apartment units in three buildings on the property between the Bell Road Industrial Park and the golf course.

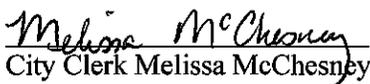
7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE MAY 5, 2015, REGULAR BOARD MEETING AT 8:23 P.M. ALL AYE; MOTION PASSED 8-0.

The minutes for Tuesday, May 5, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the nineteenth day of May 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:01 p.m. on Tuesday, May 19, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - absent with prior notice |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - absent with prior notice |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Proclaim May 17-23, 2015 as National Public Works Week

Mayor Johnston presented the proclamation to Public Works Director Alysen Abel. She was joined by Richard Wilson and Alan Schank.

4. CONSENT AGENDA

- A. Approve the minutes for the May 5, 2015 regular meeting
- B. Receive and file the April Municipal Court Report
- C. Receive and file the crime statistics for January through March 2015
- D. Receive and file the financial report for the month ending April 30, 2015
- E. Receive and file the guiding principles and key objectives for the Route 9 Corridor Study
- F. Approve a retail liquor by the drink picnic license for Main Street Parkville Association for Parkville Days August 21-23, 2015
- G. Approve Change Order No. 2 with McAnany Concrete for the 2015 curb and sidewalk program
- H. Approve a contract with Metro Asphalt for the 2015 Street Maintenance Program
- I. Approve sign permits in the "B-4" Planned Business District for Country Financial, School of Rock and Engaged Companies
- J. Approve Resolution No. 05-03-15 approving and endorsing an application for a Tree Resource Improvement and Maintenance Grant to Missouri Department of Conservation for the trimming of dead and dangerous trees in the Sullivan Nature Sanctuary
- K. Accept and record drainage easements associated with the Apple Blossom public storm sewer improvements

- L. Accept and record permanent sewer and temporary construction easements associated with the Eastside service area project
- M. Approve accounts payable from April 30 to May 13, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 6-0.**

5. ACTION AGENDA

A. Approve an ordinance to repeal and replace Section 1 of Ordinance No. 2697 to reclassify Robert Fluchel as a part-time non-exempt Nature Sanctuary Director

Public Works Director Alysen Abel said the work at the Nature Sanctuary was performed primarily by volunteers, but the City funded two part-time positions. Robert Fluchel was hired on August 6, 2013, and was classified as a part-time exempt employee who received a monthly stipend. The City recognized that form of compensation was abnormal and sought legal counsel, which determined that in order to comply with the Fair Labor Standards Act the monthly stipend should be replaced with an hourly rate and the position should be classified as a part-time non-exempt position.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2839, AN ORDINANCE REPEALING AND REPLACING SECTION 1 OF ORDINANCE NO. 2697 RECLASSIFYING THE EMPLOYMENT OF ROBERT FLUCHEL, NATURE SANCTUARY DIRECTOR, AS A PART-TIME NON-EXEMPT POSITION TO BE COMPENSATED HOURLY, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2839 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. NO. 2839 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2809. ALL AYES BY ROLL CALL VOTE: WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 6-0.

B. Townhomes at the National, 3rd Plat – Continental Consulting Engineers, Inc. on behalf of Five Star Lifestyles, owners

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was to amend the first plat to allow maintenance-provided single-family homes in the undeveloped area west of Bell Road along Lime Stone Road. The applicant proposed 26 townhome units, to replace the originally approved 12 single-family homes, with parking. The Planning and Zoning Commission held a public hearing for the final development plan and several residents spoke in support of the application. Since the Commission approved the final development plan and plat, the applicant proposed reducing the rear-yard and side yard setbacks in Lot 12 because of a manhole. Staff recommended approval of the application which also authorized staff to accept the easements and bonds.

1. Approve an amended final development plan in an “R-5” Planned Multi-Family Residential District – Case PZ15-13

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ACCEPT THE PLANNING AND ZONING COMMISSION**

RECOMMENDATION, TO APPROVE THE FINAL DEVELOPMENT PLAN, TOWNHOMES AT THE NATIONAL - 3RD PHASE SUBJECT TO SPECIFIED CONDITIONS. ALL AYES, MOTION PASSED 6-0.

2. Approve an ordinance for a replat of Lots 6 through 12 and Tracts C and D, Townhomes at the National 1st Plat – Case PZ15-12

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2840, AN ORDINANCE **APPROVING THE FINAL PLAT, TOWNHOMES AT THE NATIONAL 3RD PLAT, A REPLAT OF LOTS 6 THROUGH 12 AND TRACTS C AND D, TOWNHOMES AT THE NATIONAL 1ST PLAT**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2840 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL IN FAVOR SAY AYE, OPPOSED NO (PAUSE). ALL AYES, MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2840 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2810. ALL AYES BY ROLL CALL VOTE: WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 6-0.

C. Approve an ordinance for the replat of Lots 15-A and 16-A of the replat of Lots 15, 16, 17 and 18 for the Amended Plat at the National, 3rd Plat – Case PZ15-16; SKW, Inc. on behalf of Blue Valley Investment Corporation, owners

Assistant City Administrator/Community Development Director Sean Ackerson said the property was previously platted after the owner granted an access easement across two properties. Ackerson added the property changed ownership and the new owner requested combining the lots into a single lot.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2841, AN ORDINANCE **APPROVING THE RE-PLAT OF LOTS 15-A AND 16-A OF THE REPLAT OF LOTS 15, 16, 17, AND 18 FOR THE AMENDED PLAT AT THE NATIONAL, 3RD PLAT**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2841 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2841 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2811. ALL AYES BY ROLL CALL VOTE: WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 6-0.

D. Receive and file the Geotechnical Engineering Report for the River Hills Exploration

Public Works Director Alysen Abel explained that the River Hills subdivision was constructed in the early 2000s and homes were built in 2003. The property had a long history of settlement issues in the right-of-way areas and the City attempted to resolve the issues in the past, but was not able to determine the problem. On December 19, 2014, staff released a Request for Proposals for geotechnical services and the Finance Committee approved a contract with Olsson Associates to explore the area.

James Landrem, Olsson Associates, provided an overview of the report. He noted that borings were drilled in and away from the distressed area to determine the root cause of the settlement, most of which was behind the manhole structure. Findings from the report listed three options: remove the fill and replace it with new engineered fill which was a high cost but minimized the risk; partial undercut and replacement with a granular layer which would eliminate the risk; and continuous monitoring of the site since the City's repairs seemed to fix the problem. Landrem added that if the issue continued in the future the City could look into the other two options.

Discussion focused on ways to prevent the same issue in other areas and for future development. Abel added that the construction inspector would monitor future development to ensure the issue would not happen again.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO RECEIVE AND FILE THE GEOTECHNICAL ENGINEERING REPORT FOR THE RIVER HILLS EXPLORATION AND DIRECT STAFF TO CONTINUE MONITORING THE SITE. ALL AYES, MOTION PASSED 6-0.

6. STAFF UPDATES ON ACTIVITIES

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on upcoming Planning and Zoning Commission applications, noting that a public hearing was held by the Planning and Zoning Commission on May 12 to consider an application for Bella Vista at the National, a 302 unit apartment complex with three buildings west of Bell Road and south of Highway 45. The application was slated for the June 2 Board of Aldermen meeting. Ackerson also noted that he received notice from a property owner downtown for an open house and staff would provide more information.

B. Public Works

Public Works Director Alysén Abel provided an update on the maintenance sheds for the sewer plant and parks, explaining there was a setback in the 2015 budget because the intended locations were not feasible due to being in the floodway. Staff was working on alternative locations for the sheds to work with the Federal Emergency Management Agency requirements. Abel added the Parks Division would work with the Community Land and Recreation Board and the purchase would be submitted for approval to the Finance Committee. Staff hoped to have the purchases completed by the end of the year.

Abel also updated the Board on the English Landing Park restroom Request for Qualifications, noting that a selection committee was reviewing the proposals and would bring forward a recommendation to the Board of Aldermen.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

8. EXECUTIVE SESSION

A. Attorney-client matters pursuant to RSMo 610.021(1)

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PURSUANT TO RSMO 610.021(1). ALL AYES BY ROLL CALL VOTE: WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 6-0.

The Board entered into the Executive Session at 7:34 p.m. At 7:55 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

Mayor Johnston announced no action was taken as a result of the executive session.

9. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE MAY 19, 2015, REGULAR BOARD MEETING AT 7:55 P.M. ALL AYE; MOTION PASSED 6-0.**

The minutes for Tuesday, May 19, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of June 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:01 p.m. on Tuesday, June 2, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Recognition of Paul Giarratana by the Mid-America Regional Council for outstanding service

Mayor Johnston highlighted Mr. Giarratana's career with the City and thanked him for his code enforcement efforts.

Sarah Lynn Hayes, Mid-America Regional Council (MARC) 9-1-1 Manager, said she worked with Paul since 2003 on the 9-1-1 addressing and noted he was helpful and courteous. The staff at MARC nominated Paul because he responded to all questions in a timely manner, helped improve the geocode for the City, and compared 9-1-1 addresses to map data. She added the City exceeded the national standards for accuracy of data. Ms. Hayes presented a certificate of recognition to Paul Giarratana.

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for the May 19, 2015 regular meeting
- B. Receive and file the April sewer report
- C. Receive and file the Annual Snow Report 2014-2015
- D. Approve a resort liquor license with Sunday sales for Rancho Grande Cantina, 11015 NW Highway 45
- E. Approve Resolution No. 06-01-15 employing Aaron J. Spring as a police officer
- F. Approve Resolution No. 06-02-15 employing Zachary Tusinger as a part-time planning intern in the Community Development Department
- G. Approve accounts payable from May 13 to May 28, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 8-0.

Police Chief Kevin Chrisman recognized the new officer, Aaron Spring, and said he previously worked with City and left to work for Platte County.

5. ACTION AGENDA

A. Approve a professional services agreement with Witt, Hicklin & Snider, P.C. (Andrew Coulson) to provide city prosecutor services

City Administrator Lauren Palmer said five proposals were received and a selection committee recommended approving a contract with Andrew Coulson and the legal team at Witt, Hicklin & Snider, P.C. The former financial arrangement included fees for city prosecutor Pete Schloss and Coulson as assistant city prosecutor; however, the new arrangement only included a single prosecutor but another attorney from the firm would provide backup in his absence. Palmer added the elimination of the assistant city prosecutor position would save \$7,300 annually.

Mr. Coulson thanked the selection committee and said that as assistant city prosecutor he spoke with the defense counsels, consulted with the city attorney and filled in when he was not available. He added he would like to implement some changes in the future.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH WITT, HICKLIN & SNIDER, P.C. FOR CITY PROSECUTOR SERVICES. ALL AYES, MOTION PASSED 8-0.

B. Approve the purchase of hydrogen sulfide/odor control chemicals from Brenntag for the sanitary sewer lines in the Riss Lake subdivision

Public Works Director Alysen Abel stated the Riss Lake subdivision was primarily served by a force main system that held approximately 4,000 gallons and the chemicals would reduce the hydrogen sulfide, odors and gas build-up. Abel added that staff noticed the levels were lower than anticipated and received one quote from Brenntag who had provided the chemicals to the City the past seven years. The 2015 quote was ten cents more per gallon than 2014 and the total cost was slightly over budget, but there was money in the Sewer Fund to cover the additional cost.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE PURCHASE OF ROBIN 4000 FROM BRENNTAG AT A RATE OF \$2.48 PER GALLON, IN AN AMOUNT NOT TO EXCEED \$19,840. ALL AYES, MOTION PASSED 8-0.

C. Approve a contract for professional services with Gould Evans of Kansas City to update the zoning code and subdivision regulations in an amount not to exceed \$74,800

Assistant City Administrator/Community Development Director Sean Ackerson provided an overview of the scope of services and noted an advisory committee would be appointed which was a different approach to a regulatory update than in the past. Statutes required that zoning and subdivision amendments must be approved by the Planning and Zoning Commission with final approval by the Board of Aldermen.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE A CONTRACT FOR PROFESSIONAL SERVICES WITH GOULD EVANS TO UPDATE THE CITY'S ZONING CODE AND SUBDIVISION

REGULATIONS FOR AN AMOUNT NOT TO EXCEED \$74,800, AND AUTHORIZE THE MAYOR TO EXECUTE THE SAME. ALL AYES, MOTION PASSED 8-0.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

City Administrator Lauren Palmer provided an update on the Route 9 Downtown Entryway Project, noting that a bid opening was scheduled for July 2 and a contract would be presented to the Finance Committee and Board of Aldermen in July. She added a notice to proceed would be given in August with substantial completion anticipated in October, which was approximately 60 days behind the original estimated completion date.

B. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided updates on Bella Vista at the National and Thousand Oaks West, noting that Bella Vista was rescheduled to the June 16 Board meeting because the applicant was working on revisions. He also provided an update on Planning and Zoning Commission items for June 9 including one for a new phase of Thousand Oaks to extend two cul-de-sacs for 34 new single-family homes and the other for a proposed text amendment to temporarily regulate paint colors on downtown buildings until the updated zoning and subdivision regulations were completed.

C. Public Works

Public Works Director Alysén Abel presented an update on the Highway 45 Widening, Phase C project, noting that the preliminary schedule from the Missouri Department of Transportation noted right-of-way acquisition and design would be completed in May 2016, bid-letting would be in June 2016, and utilities would be relocated in August 2016.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

8. EXECUTIVE SESSION

A. Attorney-client matters pursuant to RSMo 610.021(1)

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PURSUANT TO RSMO 610.021(1). ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

The Board entered into the Executive Session at 7:44 p.m. At 8:21 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

Mayor Johnston announced no action was taken as a result of the executive session.

9. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE JUNE 2, 2015, REGULAR BOARD MEETING AT 8:23 P.M. ALL AYE; MOTION PASSED 8-0.

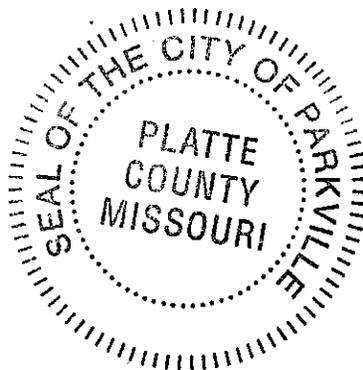
MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF JUNE 2, 2015

Page 4 of 4

The minutes for Tuesday, June 2, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixteenth day of June 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 6:21 p.m. on June 2, 2015. In attendance were Aldermen Douglas Wylie, Jim Werner, Diane Driver, Kari Lamer, Dave Rittman, and Marc Sportsman. Alderman David Jones arrived at 6:29 p.m. and Alderman Greg Plumb arrived at 6:55 p.m.

The following staff was also present:

Lauren Palmer, City Administrator

Sean Ackerson, Assistant City Administrator/Community Development Director

Kevin Chrisman, Police Chief

Alysen Abel, Public Works Director

Tim Blakeslee, Assistant to the City Administrator

Melissa McChesney, City Clerk

1. GENERAL AGENDA

A. Review of the Board of Aldermen Rules of Order

City Clerk Melissa McChesney explained the city's statutory authority to adopt meeting rules and presented the draft Rules of Order. She briefly reviewed the highlights of each of the 14 proposed rules. A copy of the presentation is appended hereto as Exhibit A.

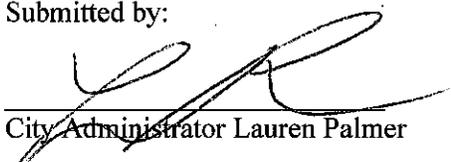
Alderman Wylie asked for clarification about whether or not the maker of a motion must speak in favor of the motion. He stated there are conflicting statements in the draft Rules of Order. McChesney said she would do additional research and review to make sure that the language in the policy is clear and remove any contradictions. Aldermen Driver commented that in the future roll call votes would be taken in random order which was different from current practice. Alderman Sportsman asked for an example of when the Board might suspend the rules and Mayor Johnston responded the Board may, for example, choose to extend additional time for public comment by suspension of the rules. Alderman Jones asked who the expert was on staff to answer questions and resolve conflict if the Board was to default to Robert's Rules of Order for issues not addressed by the Rules of Order. McChesney responded the City Clerk would be the main resource, in addition to the city attorney. Alderman Werner asked about the requirements related to first and second readings to determine if there was flexibility to save time through a single reading. The Mayor stated she routinely received criticism from the public for holding both readings at a single meeting and suggested dividing the readings across two meetings to allow more time for public input. Administrator Palmer stated that staff attempted to streamline meetings by reducing the number of items approved by ordinance.

McChesney outlined issues to consider, starting with implementing time limits for aldermen comments. Discussion focused on whether or not a time limit was necessary since it was not a problem. There was some concern it would be challenging to enforce since discussion was often free flowing. The consensus was there should be a reasonable limit imposed on the Board if there is a limit imposed on public comment. McChesney asked for direction if the Board wanted to take public comment on all action items. Alderman Wylie noted the deadline for public comment was before publication of the agenda, so he advocated for flexibility to allow public comment on an action item on a case-by-case basis in accordance with the other rules (time limits). The Mayor stated there was a need for more discussion and asked that it be scheduled for a later time.

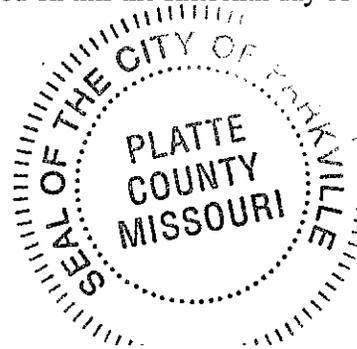
The work session ended at 7:00 p.m.

The work session minutes for June 2, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixteenth day of June 2015.

Submitted by:


City Administrator Lauren Palmer

2015-055



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:01 p.m. on Tuesday, June 16, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

Mayor Johnston noted that the City received a generous donation from the Wassmer family of capstones for the Gresham Memorial Spirit Fountain and said they would be recognized for their donation on a future date.

4. CONSENT AGENDA

- A. Approve the minutes for the June 2, 2015 regular meeting
- B. Approve the minutes for the June 2, 2015 work session
- C. Receive and file the crime statistics for January through April 2015
- D. Receive and file the Municipal Court Report for May 2015
- E. Receive and file the financial report for the month ending May 31, 2015
- F. Approve the rental of equipment from the City of Weatherby Lake and the purchase of materials from Pavement Maintenance Supply, Inc. for the 2015 crack sealing program
- G. Approve a retailer of malt liquor by the drink with Sunday sales liquor license for VIP Special Events, LLC located at 160 S. Main Street
- H. Approve a donation agreement with Philip and Barbara Wassmer for capstones for the Gresham Memorial Spirit Fountain
- I. Approve accounts payable from May 28 to June 10, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 8-0.

5. ACTION AGENDA

A. Approve an ordinance to approve a professional services agreement with Williams & Campo, P.C. for special legal counsel services for economic development

City Administrator Lauren Palmer said the item was related to economic development needs at the Brush Creek and Brink Meyer Neighborhood Improvement Districts (NID). The city attorney had a conflict of interest because they also represented the property owner and the special counsel was requested in order to research development options in the area. Chris Williams, Williams & Campo, P.C., was highly recommended by other communities and had economic development experience. The agreement was for a lump sum of \$2,600 for up to ten hours and an hourly fee of \$260 for additional services. Statutes required an ordinance to hire special counsel. The Finance Committee approved the agreement on June 8, 2015.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2842, AN ORDINANCE AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH WILLIAMS & CAMPO, P.C. FOR SPECIAL LEGAL COUNSEL SERVICES FOR ECONOMIC DEVELOPMENT, BE APPROVED FOR FIRST READING. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2842 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2842 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2812. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

B. Approve a preliminary development plan for Bella Vista at the National apartments in an "R-5" Planned Multi-Family Residential District – Case PZ15-11; J3-Pandi, LLC, applicant

Assistant City Administrator/Community Development Director Sean Ackerson explained the request was for a modified development plan on Tract CC of the approved Community Unit Plan. The plan included three apartment buildings with 302 units, parking and other amenities. He stated when the property was annexed in 1999 it was rezoned to "R-5" Planned Multi-Family Residential District as part of the National's approved Community Unit Plan and multiple plans have since been approved for the site. Staff reviewed the application against all applicable criteria and recommended approval subject to conditions. The Planning and Zoning Commission held a public hearing and recommended approval 8-0 subject to conditions listed in the policy report. Ackerson noted that no one spoke in opposition of the application. With approval by the Board of Aldermen, the final development plan would be submitted to the Commission and the Board for final approval.

Dale Brouk, J-3 Pandi, LLC, commented that the property was always zoned for multi-family residential. He spoke about the entrance on Highway 45 that was approved by the Missouri Department of Transportation (MoDOT) and the second entrance with limited access for emergency vehicles.

David Pence and Jeff Price, Jay Price Architecture, provided a review of the landscape plan and the preliminary development plan and spoke about the difficult grading of the property.

Steve Warger, Warger Associates, addressed the engineering, future development on Lot 2, right-of-way adjustments, storm sewers and the floodplain limit.

The Board further discussed the sewer system and the entrance from Highway 45. Alderman

Jones commented that he received positive comments from the residents that the developer worked well with them throughout the process.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ACCEPT THE PLANNING AND ZONING COMMISSION RECOMMENDATION TO APPROVE THE PRELIMINARY DEVELOPMENT PLAN FOR BELLA VISTA AT THE NATIONAL SUBJECT TO CONDITIONS, AS RECOMMENDED. ALL AYES, MOTION PASSED 8-0.

C. Approve an ordinance to amend Parkville Municipal Code Chapter 405 to rezone approximately 43.3 acres from County "AG" Agricultural District to City "R-3" Single-Family Residential District – Case PZ15-18; David Barth, Forest Park Development Company of Kansas City, LLC, applicant

Assistant City Administrator/Community Development Director Sean Ackerson said the property was owned by Arville Meyers and was located south of Highway 45 near Brink Myer Road. The area was annexed in the early 2000s but the policy at the time was to rezone properties when a plan was brought forward, so it retained the County's AG zoning. Ackerson added the primary considerations were the zoning of the surrounding properties and land use projects for the area. The Planning and Zoning Commission received written comments from the neighbors and recommended approval 7-0.

Ackerson explained the platting process was separate and the preliminary plat would go before the Commission for administrative approval but did not require Board approval. The final plat would go before the Commission and the Board for final acceptance of the right-of-way and easements.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2843, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 405 TO REZONE 43.3 ACRES, MORE OR LESS, FROM COUNTY "AG" AGRICULTURAL DISTRICT TO "R-3" SINGLE-FAMILY RESIDENTIAL DISTRICT, BE APPROVED FOR FIRST READING. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2843 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2843 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2813. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

D. Approve an ordinance to amend Parkville Municipal Code Chapter 405 to rezone approximately 75.08 acres from County "AG" Agricultural District to City "R-1" Single-Family Residential District – Case PZ15-17; Stephen and Karla Hall, owners

Assistant City Administrator/Community Development Director Sean Ackerson stated the property was located west of I-435 and south of Highway 45 and was vacant for several years. The property owners worked with MoDOT to provide a public street to access the property which was maintained by MoDOT. The Planning and Zoning Commission held a public hearing and recommended approval 6-0, subject to conditions listed in the policy report. Ackerson added that the owner would be required to record an acknowledgement of the zoning and land use projections for the abutting property so further owners would be aware of the same. This condition was not opposed by the applicant.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2844, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 405 TO REZONE 75.08 ACRES, MORE OR LESS, FROM COUNTY "AG" AGRICULTURAL DISTRICT TO CITY "R-1" SINGLE-FAMILY RESIDENTIAL DISTRICT, SUBJECT TO CONDITIONS, BE APPROVED FOR FIRST READING. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2844 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2844 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2814. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

E. Approve an ordinance to amend Parkville Municipal Code Section 442.050 to clarify the regulation of architectural styles, design features and building materials and to clarify regulation of paint colors in the "OTD" Old Town District – Case PZ15-19

Assistant City Administrator/Community Development Director Sean Ackerson stated that in the past the City had received several applications regarding paint color in the Old Town District but the Municipal Code gave little guidance which was hard to administer uniformly. To address the issue until the zoning and subdivision codes would be updated, the proposed ordinance included amendments regarding architectural styles and provided guidance for paint colors to preserve the history of downtown and limit painting of materials like stone and brick that were not intended to be painted. The Planning and Zoning Commission recommended approval 6-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2845, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 442.050, DESIGN GUIDELINES, TO CLARIFY THE REGULATION OF ARCHITECTURAL STYLES, DESIGN FEATURES AND BUILDING MATERIALS AND TO CLARIFY REGULATION OF PAINT COLORS IN THE "OTD" OLD TOWN DISTRICT, BE APPROVED FOR FIRST READING. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2845 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2845 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2815. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

F. Approve a planned district development permit for exterior modifications to 303 Main Street in the Old Town District – Case PZ154-20; Joe Willhoite, C.U.E. Architecture

Assistant City Administrator/Community Development Director Sean Ackerson stated the new owners of the building were interested in rehabilitating and expanding to make it more usable and to restore many historic elements. They proposed a patio area to the sidewalk to fill the empty space, a new entry and private deck on the north, and the inside would be brought to the commercial code and would be Americans with Disabilities Act (ADA) compliant for future reuse. The Planning and Zoning Commission recommended approval 6-0 to allow the modifications subject to major plan changes approved by the Commission and minor changes approved by staff.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPLICATION FOR A PLANNED DISTRICT DEVELOPMENT PERMIT TO ALLOW MODIFICATION OF THE BUILDING AT 303 MAIN STREET SUBJECT TO MAJOR PLAN CHANGES BEING APPROVED BY THE PLANNING AND ZONING COMMISSION AND MINOR CHANGES BEING APPROVED ADMINISTRATIVELY BY STAFF. ALL AYES, MOTION PASSED 8-0.

6. STAFF UPDATES ON ACTIVITIES

A. Police Department

Police Chief Kevin Chrisman provided an update to a recent drug case on Tenth Street, noting a resident shared his concerns about traffic near the residence. Captain Jon Jordan contacted the Platte County Drug Squad to set up surveillance and the Police Department and the Platte County Drug Squad made a felony narcotics arrest. Chief Chrisman thanked Platte County and his staff for their hard work on the case.

B. Public Works

Public Works Director Alysen Abel presented an update on resident complaints about the condition of their curbs in front of the driveway. The street crew reviewed the conditions and after inspection added each to the list for future fixes. Staff would evaluate the areas and determined which would be addressed each year. Abel said a temporary measure to prevent future deterioration was to place asphalt in the gaps, but as a result of citizen complaints the patching was stopped until a solution could be reached. The cost of curb replacement was \$35 per foot. Staff recommended reviewing complaints and prioritizing them for future street maintenance projects. City Administrator Lauren Palmer stated staff was looking for direction because there was a conflict between the maintenance strategy and aesthetics which was a policy decision.

Abel updated the Board on complaints received about flakes in the water in some areas of Riss Lake. She said staff reached out to Missouri American Water so they could fully evaluate the issues. It was determined the issue was most likely with the service line because the flakes would come from the PVC pipes or the home's equipment. Abel recommended residents contact Missouri American Water to determine the cause of the flakes.

Abel said the Board received a certification letter for the 5K course at English Landing Park and Platte Landing Park. She thanked Captain Jordan's son for his donation to the cost of the certification.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Plumb stated that River Jam was scheduled for Saturday, June 20 at English Landing Park.

8. EXECUTIVE SESSION

A. Attorney-client matters pursuant to RSMo 610.021(1)

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS PURSUANT TO RSMO 610.021(3). ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

The Board entered into the Executive Session at 9:15 p.m. At 9:53 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

Mayor Johnston announced no action was taken as a result of the executive session.

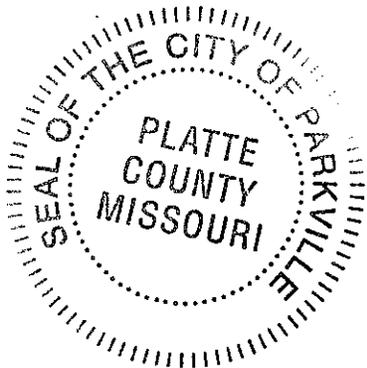
9. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE JUNE 16, 2015, REGULAR BOARD MEETING AT 9:53 P.M. ALL AYES; MOTION PASSED 8-0.**

The minutes for Tuesday, June 16, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventh day of July 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:07 p.m. on Tuesday, July 7, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - absent with prior notice |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Jon Jordan, Police Captain
Tim Blakeslee, Assistant to the City Administrator

Mayor Johnston announced a closed session was held at 5:30 p.m. pursuant to RSMo 610.021(1) and RSMo 610.021(2) and as a result no action was taken.

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Approve Resolution No. 07-01-15 approving the reappointment of Jim Allen and the appointments of Bill Oliver and Jeff Blobaum to the Parkville Commons Community Improvement District Board of Directors through 2019

Alderman Sportsman thanked the Parkville Commons Community Improvement District (PC-I CID) for their responsiveness and professionalism.

Mayor Johnston noted the City recommended that both the PC-I CID and Parkville Old Towne Market Community Improvement District (POTMCID) make changes to their bylaws to incorporate stronger ethics language in addition to other items.

Dale Brouk, chair of the PC-I CID, provided a status update to the request, noting that changes had not been incorporated because the CID Board wanted the City's approval of the slate of appointments. The new CID board would review and adopt the new bylaws at their next meeting.

Mayor Johnston clarified that the City requested that each CID make changes to their bylaws and not to each petition.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 07-01-15 APPROVING THE REAPPOINTMENT OF JAMES (JIM) S. ALLEN, JR. AND THE APPOINTMENTS OF BILL OLIVER AND JEFF BLOBAUM TO THE PARKVILLE COMMONS COMMUNITY IMPROVEMENT DISTRICT BOARD OF DIRECTORS THROUGH 2019. ALL AYES, MOTION PASSED 7-0.

4. CONSENT AGENDA

- A. Approve the minutes for the June 16, 2015 regular meeting
- B. Receive and file the May 2015 sewer report
- C. Approve a retailer of malt liquor in the original package liquor license for Vino Pair, LLC located at 8500 River Park Drive, Suite 239
- D. Approve an intoxicating liquor by the drink for consumption on premises including Sunday sales liquor license for Mosaic Life Care at Parkville located at 6185 Jefferson Avenue
- E. Approve the purchase of a new Ford Taurus All Wheel Drive Police Interceptor Sedan vehicle from Joe Machens Ford to be used as a patrol vehicle
- F. Approve a contract with Insituform Technologies, Inc. for the 2015 Sanitary Sewer Repairs Phase 2 project
- G. Approve sign permits in the "B-4" Planned Business District for Royal Nail Spa
- H. Approve modifications to the approved final development plan for Park Village Apartments, 6133 NW Bell Road – Case PZ15-24, Park Village Residences, LLC, owners
- I. Approve accounts payable from June 10 to July 1, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 7-0.

5. NON-ACTION AGENDA

A. Economic Development Updates

1. Platte County Economic Development Council

Alicia Stephens, Platte County Economic Development Council (PCEDC) Executive Director, provided an overview of the county's efforts related to the City. She said that PCEDC provided marketing, business recruitment and assistance; interacted with site location consultants; contacted commercial realtors in the Kansas City metropolitan area; and worked hard to retain businesses and members. They also provided Constant Contact e-mail distributions, a website, had a social media presence, and provided letters of support for grants to show community support. She highlighted a recent event called Community Development Day held at The National. Ms. Stephens added she was also part of the Highway 9 Corridor Steering Committee. Mayor Johnston thanked Ms. Stephens for her help over the years.

City Administrator Lauren Palmer said that Ms. Stephens and her staff were accessible when needed. She recognized Assistant to the City Administrator Tim Blakeslee for his work in handling the logistics and planning for Community Development Day. She added he also worked with the new executive director to update him on projects.

2. Parkville Economic Development Council

Mayor Johnston introduced Mike Kellam, Parkville Economic Development Council (PEDC) Executive Director, noting that he learned quickly about economic development projects and Community Development Day.

Mike Kellam said Community Development Day solidified the PEDC's relationship with the City and he thanked the Board and staff for their support.

As a stipulation of the contract with the City, the PEDC provided a quarterly report. He provided a list of the PEDC's core functions and said it continued to carry out the Plan for

Progress. Kellam noted the PEDC hosted and attended 17 meetings and events, made over 50 personal contacts, created new marketing materials and developed new marketing materials to use in the future.

He highlighted Community Development Day activities that included a commitment to excellence, strength in partnerships, local product samples, and an interactive map of development areas throughout the city. He added that he garnered solid prospects and received follow-up e-mails. He was also working with Kansas City Power & Light on a database project.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

City Administrator Lauren Palmer introduced Humphrey Musila, CORO KC intern.

Humphrey Musila stated he was originally from Kenya and was a student at Park University. He said the internship was an eight week program and each week was spent with different entities. He was touring the City and meeting with departments for the week.

Mayor Johnston added that City Administrator Lauren Palmer recommended hosting an intern because she was part of the program and it inspired her to work in government.

B. Police Department

Captain Jon Jordan provided an update on the Fourth of July event, noting there were no incidents. He added he had been in Parkville since 1991 and it was one of the largest crowds he had seen. He also provided an update on the fire in the pharmacy at Walgreen's on July 4.

C. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson commented on the Walgreen's fire and said the pharmacy planned to remodel and his staff would work with them to reopen.

Ackerson also provided an update on QuikTrip, noting they submitted building, engineering and grading plans. He said the preliminary development plan allowed earthwork and grading plans. The project was anticipated to start in July or August and he expected the final development plan would be submitted in August or September.

D. Public Works

Public Works Director Alysén Abel provided an update on the Crooked Road Stormwater Project, noting that bids were received for the bank stabilization project and two responses were received. The low bid of \$240,018 was from Linaweaver Construction, Inc. The project included the City, Parkville Special Road District and Platte County and the City was responsible for paying a portion of the construction fees. Abel added that a design option would use the blocks from the Brink Myer retaining wall to cover a portion of the costs, estimated at \$31,173, and the City would be responsible for the remaining \$63,827 to cover the City's fees.

Abel also provided updates on a dedication ceremony, storm damage and pavement markings. She said a dedication was scheduled on July 10 for the Steamboat Arabia marker in English Landing Park. She added that storm damage from the night before caused three trees to fall on Crooked Road and the street crew removed them. She also said staff would be soliciting bids for pavement marking on the new mill and overlay locations throughout the city.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF JULY 7, 2015

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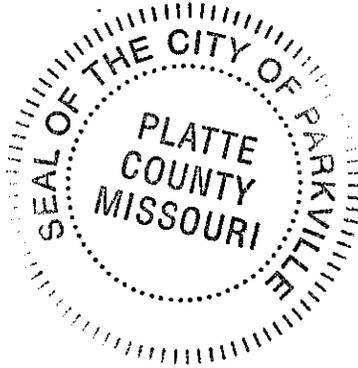
8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE JULY 7, 2015, REGULAR BOARD MEETING AT 8:03 P.M. ALL AYE; MOTION PASSED 7-0.**

The minutes for Tuesday, July 7, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twenty-first day of July 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, July 21, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
Zach Tusinger, Community Development Intern
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Appoint Alderman Plumb as liaison to the Parkville Chamber of Commerce

Mayor Johnston stated that Alderman Werner served as the liaison for four years and Alderman Plumb agreed to serve as the new liaison.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPOINT ALDERMAN PLUMB AS LIAISON TO THE PARKVILLE CHAMBER OF COMMERCE. ALL AYES, MOTION PASSED 8-0.

Mayor Johnston said the Board held an annual priority setting retreat on July 20, 2015 and the results would be shared with the public. She thanked Chad Earwood, Chief Executive Officer of Engaged Companies, for allowing use of a conference room at their new location at The National.

Mayor Johnston announced that Alderman Kari Lamer was resigning as a Ward 1 alderman effective August 8, 2015. Aldermen Driver and Plumb agreed to serve on a committee to review applications to fill the vacancy.

4. CONSENT AGENDA

- A. Approve the minutes for the July 7, 2015 regular meeting
- B. Receive and file the June 2015 Municipal Court report
- C. Receive and file the financial report for the month ending June 30, 2015
- D. Receive and file the crime statistics for January through May 2015
- E. Approve a retailer of intoxicating liquor in the original package with Sunday sales liquor license for Vino Pair, LLC

- F. Approve a liquor by the drink picnic license for Ducks Unlimited for the 10th Annual Fundraising Banquet and Auction on September 12, 2015
- G. Approve a professional services agreement with Williams, Spurgeon, Kuhl & Freshnock for architectural services for parks projects
- H. Approve a maintenance agreement with Urban Tree Specialists, LLC for tree trimming on-call services
- I. Approve accounts payable from July 1 to July 15, 2015

City Administrator Lauren Palmer commented on the financial report for the month ending June 30, 2015, and thanked staff for their work to update the expense and revenue projections. She explained that the General Fund was estimated to end approximately \$400,000 above budget for 2015, but noted that different factors could affect the number throughout the remainder of the year. She added the Board would have discussions about how to use the carryover funds.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 8-0.

5. ACTION AGENDA

A. Reject bids related to Route 9 Downtown Entryway Project

City Administrator Lauren Palmer explained that staff recommended rejecting the bids received on July 9, 2015, because they were above the engineer's estimate by 46 percent. A copy of the presentation is attached as Exhibit A. She said there were limited options other than rejecting the bids because the Missouri Department of Transportation (MoDOT) did not approve bids over 20 percent and did not allow negotiations with the low bidder to reduce the costs. Options included value engineering, reducing the scope by eliminating elements and removing portions to do the work in-house. Palmer added the design team would work on revised estimates including any changes requested by the Board.

Palmer provided an overview for the three options presented. Value engineering the project included changing the types of materials and lighting. Reducing the scope included eliminating the wing wall, removing lighting from the downtown markers and removing all the landscaping except the trees. Palmer noted the Board could have future discussions about additional funding to add some of the components back in at a later date. The third option was to remove portions of the project and have them completed by City staff, including installation of the trees. The Finance Committee discussed the banners and brackets and staff spoke with Kansas City Power & Light about installing them if they were purchased separately, which would require additional funding outside of the grant. Other in-house options included removal of the current improvements and concrete sidewalks. Alderman Jones stated the fourth option could be to not complete the sign, but he did not recommend the option.

Further discussion focused on the reason as to why the bids were higher than the engineer's estimate and Palmer said that it was due to the market and high demand for services. The Board also discussed possible donations for additional funds or materials and Palmer stated the City could only receive donations for elements of the work removed from the scope due to MODOT requirements. Palmer hoped to return to the Board with a recommendation in the next month for the rebid.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO REJECT ALL BIDS OPENED ON JULY 9, 2015, FOR THE ROUTE 9 DOWNTOWN ENTRYWAY PROJECT (STP-3301) FOR THE REASONS OUTLINED IN THE POLICY REPORT AND TO DIRECT STAFF TO WORK WITH THE DESIGN CONSULTANT TO PREPARE OPTIONS FOR REBIDDING THE PROJECT. ALL AYES, MOTION PASSED 8-0.

B. Direct staff to prepare a zoning text amendment in response to a petition from property owners regarding first floor uses for properties on Main Street

Assistant City Administrator/Community Development Director Sean Ackerson said there were discussions for many years to restrict uses on Main Street and the issue was re-introduced so the City requested that the business owners demonstrate their level of need to address the issue. As a result a petition was submitted, signed by members of the Main Street Parkville Association and nine property owners, requesting a text amendment to the Parkville Municipal Code to restrict non-retail uses on two blocks of Main Street. Ackerson said staff was looking for direction from the Board of Aldermen on the level of priority to address the issue.

Community Development Intern Zach Tusinger researched other communities in Missouri, Kansas and one in Colorado to find out how other municipalities addressed the issue. A copy of the presentation is attached as Exhibit A. He explained the two blocks were along Main Street from the railroad tracks on the south to 2nd Street on the north. The presentation addressed the boundaries; noted there was a need for clarification of the definition from the petition; included a summary of other communities; and provided a list of next steps.

Ackerson added that current non-retail businesses would be allowed to continue to operate and only new businesses would be affected by the text amendment.

City Administrator Lauren Palmer said the City explained to the business owners that the City would be unable to address the issue as a new priority unless they received consensus from the property owners. She added that staff could re-evaluate if the Board wanted to make it a priority.

Ackerson stated the request could be included on the August agenda for the Planning and Zoning Commission as a discussion item but would require more time to provide final recommendations.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO RECEIVE AND FILE THE PETITION FROM PROPERTY OWNERS REGARDING FIRST FLOOR USES FOR PROPERTIES ON MAIN STREET; AND TO DIRECT STAFF TO PREPARE A ZONING TEXT AMENDMENT IN RESPONSE TO THE PETITION FOR ACTION BY THE PLANNING AND ZONING COMMISSION AS SOON AS POSSIBLE. ALL AYES, MOTION PASSED 8-0.

Mayor Johnston stated the Board of Aldermen would deviate from its order of business to take up Item D prior to Item C.

D. Approve a work authorization with Leavenworth County Cooperative for a sprayer and chemicals to treat the weeds in the Platte Landing Park native vegetation area

Public Works Director Alysen Abel explained that Platte Landing Park was owned by Platte County and maintained by Parkville, and according to the cooperative agreement the City was responsible for determining the best course of action for maintenance of the native vegetation and wetland areas. Following several unsuccessful attempts to burn of the area, staff reached out to Laurie Brown from Vireo, she provided a recommendation to remove the invasive vegetation. The Community Land and Recreation Board discussed the issue and recommended further action from the Board of Aldermen.

Abel said staff explored other options, including local farmers or City staff mowing the area, selective seeding, disking the area and local farmers planting for short periods but none were feasible. Staff also reached out to the Platte County Public Works, Platte County Parks and Recreation and the City of Riverside to borrow equipment or manpower but there were no resources available. The mitigated wetland area was under maintenance with Donovan Hite and the City received information from him about the ways to treat the area. She added the only way to get a commercial-grade boom sprayer was through a cooperative and Leavenworth County

Cooperative submitted the only estimate at \$22 per acre, including materials and manpower. Abel said that if the request was approved staff would return to the Board of Aldermen for approval of mowing in the second phase and staff would look into the option of renting, leasing or buying equipment.

Laurie Brown, Vireo, provided an overview of the native vegetation, issues with the invasive weeds, and options to maintain the vegetation after the first round of spraying. Brown responded to questions regarding the status of the Section 1135 Platte Landing Park Ecosystem Restoration Project. The consultant team was waiting on information from the Army Corps of Engineers to complete the feasibility study and environmental assessment. Brown that the proposed maintenance costs could be applied toward the local cost share for the Section 1135 funding. Palmer asked if additional local funds were required, and Brown stated the project would likely be able to demonstrate adequate local funding based on the County's previous land acquisition and construction costs for the park, but the maintenance costs could supplement that amount. Brown also stated that the Army Corps of Engineers gave preliminary approval to include a three-year warranty period in the wetland restoration project so the contractor would have responsibility to establish the wetland before the City assumes maintenance.

Mayor Johnston said that the hope was to use the dirt from the wetland area to provide fill for future ball fields.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE A WORK AUTHORIZATION WITH LEAVENWORTH COUNTY COOPERATIVE FOR THE LABOR, EQUIPMENT, AND MATERIALS TO TREAT THE PLATTE LANDING PARK WETLAND AND NATIVE VEGETATION AREA IN AN AMOUNT OF \$22 PER ACRE, OR IN THE AMOUNT OF \$2,200 FOR THE 100-ACRE AREA. ALL AYES, MOTION PASSED 8-0.

Mayor Johnston returned to the order of business on the printed agenda.

C. Actions related to the revisions to the special events permit process

Assistant to the City Administrator Tim Blakeslee said revisions to the guidelines for events in Parkville included 5K/10K events and fees, adding a standing event status for Microbrew Fest, and prohibiting weddings at the Parkville Nature Sanctuary. He added that regulations for block parties would be incorporated into the event guidelines and removed from the Parkville Municipal Code.

1. Approve an ordinance repealing Parkville Municipal Code Section 215.020, subsection B and amending Section 310.170, subsection B regarding block parties

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2846, AN ORDINANCE REPEALING PARKVILLE MUNICIPAL CODE SECTION 215.020, SUBSECTION B AND AMENDING SECTION 310.170, SUBSECTION B RELATED TO RULES AND REGULATIONS FOR BLOCK PARTIES IN THE CITY OF PARKVILLE, BE APPROVED FOR FIRST READING. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2846 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2846 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2816. ALL AYES BY ROLL CALL VOTE: WYLIE, PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

2. Approve Resolution No. 07-02-15 revising the fees associated with 5K and 10K special events and block parties adopted in the Schedule of Fees

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 07-02-15 SETTING FEES ASSOCIATED WITH 5K/10K SPECIAL EVENTS AND BLOCK PARTIES IN THE SCHEDULE OF FEES. ALL AYES, MOTION PASSED 8-0.

3. Approve Resolution No. 07-03-15 revising the special event policy guidelines with regard to the 5K/10K route and event fees, standing event status for Parkville Microbrew Fest, weddings in the Parkville Nature Sanctuary and block parties

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 07-03-15 REVISING THE SPECIAL EVENT POLICY GUIDELINES KNOWN AS THE GUIDELINES FOR EVENTS IN PARKVILLE. ALL AYES, MOTION PASSED 8-0.

D. STAFF UPDATES ON ACTIVITIES

A. Administration

City Administrator Lauren Palmer provided an update on the Route 9 Corridor Study, noting that the steering committee had its second meeting on July 16, the Board would receive a report from the consulting team on design concepts on August 4, and the first public input session was scheduled for August 5.

B. Public Works

Public Works Director Alysen Abel provided an update on the Missouri State Emergency Management Agency (SEMA) reimbursements from the severe weather and flooding, noting that on June 18 Missouri Governor Jay Nixon declared a state of emergency beginning May 15 and Platte County was listed among 70 counties that experienced prolonged damage. Staff worked with representatives from other entities in the county to compile a list of damages. Parkville estimated a total cost of approximately \$37,000 in expenses. Abel added that she and Captain Jon Jordan met with Platte County, the Federal Emergency Management Agency and SEMA to review the estimates. She also said Governor Nixon extended the emergency through August 14 and staff would continue to compile expenses.

Abel stated that a dedication was scheduled on July 28 for a dedication for the picnic tables purchased by donations in memory of Barbara Lance at the Parkville Nature Sanctuary. She added that staff was also working to schedule a dedication ceremony for the Gresham Memorial Spirit Fountain in conjunction with the August Community Land and Recreation Board meeting.

Alderman Sportsman requested an update on the sewer issue on Hickory Place in Riss Lake and Abel responded that staff was working to determine the cause of the problem and she would provide the Board with an update once the issue was resolved.

6. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

7. EXECUTIVE SESSION

A. Attorney-client matters pursuant to RSMo 610.021(1) and personnel matters pursuant to RSMo 610.021(3)

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT

MATTERS PURSUANT TO RSMO 610.021(1) AND PERSONNEL MATTERS PURSUANT TO RSMO 610.021(3). ALL AYES BY ROLL CALL VOTE: WYLIE, PLUMB, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

The Board entered into the Executive Session at 8:44 p.m. At 9:57 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

Mayor Johnston announced no action was taken as a result of the executive session.

8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE JULY 21, 2015, REGULAR BOARD MEETING AT 9:58 P.M. ALL AYES; MOTION PASSED 8-0.

The minutes for Tuesday, July 21, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fourth day of August 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:01 p.m. on Tuesday, August 4, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - absent with prior notice |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - absent with prior notice |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Jon Jordan, Police Captain
Matthew Chapman, Human Resources/Finance Director
Tim Blakeslee, Assistant to the City Administrator

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

Mayor Johnston recognized members of the Boy Scouts of America in the audience and called them to the podium. Two scouts from Troop 333 introduced themselves: Logan Pearson and Jeremiah Russell stated they were each working on the Communications merit badge.

3. MAYOR'S REPORT

A. Recognize outgoing alderman Kari Lamer

Mayor Johnston explained Alderman Lamer may be asking to rescind her resignation because she was not sure if she would be moving out of the city limits.

Mayor Johnston noted that the website "Only in Your State" ranked Parkville the most beautiful, charming small town in Missouri.

4. CONSENT AGENDA

- A. Approve the minutes for the July 21, 2015 regular meeting
- B. Receive and file the June 2015 sewer report
- C. Receive and file the Semi-Annual Financial Report for the first half of 2015 and direct City Administration to publish
- D. Receive and file the 2016 Budget calendar
- E. Approve a professional services agreement with H&H Septic Service, Inc. for on-call sewer cleaning and repair services
- F. Approve accounts payable from July 15 to July 29, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION

FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 6-0.

5. ACTION AGENDA

A. Approve Resolution No. 08-01-15 adopting the Board of Aldermen Rules of Order

City Clerk Melissa McChesney stated a work session was held on June 2 to review the draft rules of order and recommendations from the Board were incorporated into the final version. She provided an overview of changes since the work session. Mayor Johnston requested that the Boy Scouts not be required to give notice prior to a meeting to be recognized under Citizen Input.

Alderman Jones asked if the Board was required to statute to approve the hiring of employees. City Administrator Lauren Palmer explained the personnel policy required the Board to approve hiring department heads but not subordinate employees and staff was working on revisions to the personnel policy to address the issue.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 08-01-15 ADOPTING THE BOARD OF ALDERMEN RULES OF ORDER. ALL AYES, MOTION PASSED 6-0.

6. STAFF UPDATES ON ACTIVITIES

A. Police Department

Police Captain Jon Jordan provided notice that Platte Landing Park would be closed on August 11 for a joint emergency management exercise.

B. Public Works

Public Works Director Alysén Abel provided an update on 2015 street maintenance projects.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FOR THE BOARD

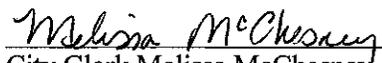
Alderman Sportsman requested an update on QuikTrip. Assistant City Administrator/Community Development Director Sean Ackerson said the replacement of the electrical pedestal had been delayed due to weather and they projected it would open in May or June 2016. He also updated the Board on the City's use of soil from the site and said it was not a good match with what was needed at Platte Landing Park.

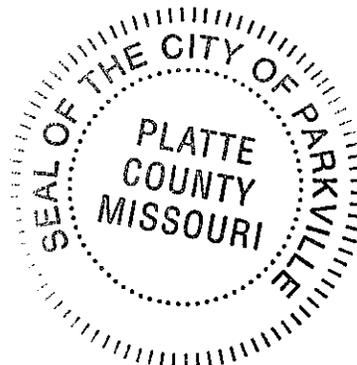
8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE AUGUST 4, 2015, REGULAR BOARD MEETING AT 7:32 P.M. ALL AYES; MOTION PASSED 6-0.

The minutes for Tuesday, August 4, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the eighteenth day of August 2015.

Submitted by:


City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 5:51 p.m. on August 4, 2015. In attendance were aldermen Jim Werner, Diane Driver, Kari Lamer, Dave Rittman, David Jones and Marc Sportsman.

The following staff was also present:

Lauren Palmer, City Administrator

Sean Ackerson, Assistant City Administrator/Community Development Director

Jon Jordan, Police Captain

Alysen Abel, Public Works Director

Matthew Chapman, Human Resources/Finance Director

Tim Blakeslee, Assistant to the City Administrator

Melissa McChesney, City Clerk

1. GENERAL AGENDA

A. Route 9 Corridor Study Project Update

Sabin Yanez, Cook Flatt & Strobel Engineers (CFS), provided an update to the Route 9 Corridor Study. He said the goal of the work was to have deliverables of a preliminary plan for a number of projects in the corridor and to gather existing data from other studies and development plans.

A public open house was scheduled on August 5 and the same presentation would be given at the open house.

Mr. Yanez provided an overview of existing conditions and noted it was important to address the number of driveways. The Statement of Work included one-on-one meetings with property owners along the corridor to help gather input to help create a less contentious preliminary design and gain a sense of what improvements they felt were needed in the future.

Mr. Yanez highlighted the challenges along the corridor that included drainage on the east side of Highway 9 and south of Highway 45; a lack of traffic signals to help with bike and pedestrian crossings; uncontrolled access that created conflicts with vehicle and pedestrians along the west side of the highway; the cemeteries that were close to the road; the intersection at Main Street; the intersection at 12th Street with narrow right-of-way; narrow right-of-way along the corridor; the 1st Street intersection that was difficult for pedestrians and cyclists to navigate; and access to English Landing Park and the trails were barriers to connections.

As part of the traffic analysis, CFS reviewed seven or eight options in downtown with the objectives to determine travel times, address future growth 25 years into the future and pedestrian safety. The steering committee reviewed three viable options based on an annual one percent growth rate on traffic. The first option was a traffic signal at Highway 9 and 2nd Street with two lanes lengthened to the north and a left turn at 2nd Street, which would remain a one-way street. Option 1 provided improved traffic times significantly in future years and provided for lower speeds which would help with pedestrian traffic.

The second option was a traffic signal at East and 1st streets which would keep the free right-turn movement and add dual left-turn lanes. Option 2 would fit into the right-of-way and allow improvements to the entrance to English Landing Park south of 1st Street.

Because roundabouts were included in prior studies, the third option added a roundabout at the intersection of Highway 9 and 1st Street. Option 3 would be more costly because it would require more pavement work but placement could help with future development.

Mr. Yanez provided an overview of options for pedestrian crossings to English Landing Park. He said he met with Park University and they discussed the potential reopening of the trail along White Aloe Creek.

CFS recommended Option 2 because the operational viewpoint seemed to work well and it would provide streetscaping at the traffic signal and help with traffic flow.

The Board discussed the roundabout in Option 3 and the affect it would have on the post office. Mr. Yanez said he spoke with post office officials and they were not against the option but provided a list of requirements needed for their approval. If Option 3 was the recommendation, post office officials requested it be included in a proposal to be evaluated. At the meeting they also discussed separating the retail from the logistics but it was not a favorable option.

Mr. Yanez reviewed the options for traffic signals at the northern portion of the corridor in four different intersections. He added that CFS reviewed the QuikTrip traffic study because it was the most recent study along the corridor. Six options for locations of traffic signals were presented and CFS recommended Option 4 which included a traffic signal at 63rd Street.

Mr. Yanez then provided a summary of recommendations on Highway 9 from downtown to the east that included a middle turn lane in some areas to help improve traffic flow. He noted the intersection at Mattox Road in Riverside was still being examined.

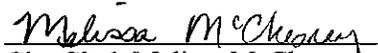
Mr. Yanez provided options for road cross sections and CFS recommended a three-lane road with a shared path to include landscaping, which could be a barrier between vehicles and pedestrians and cyclists.

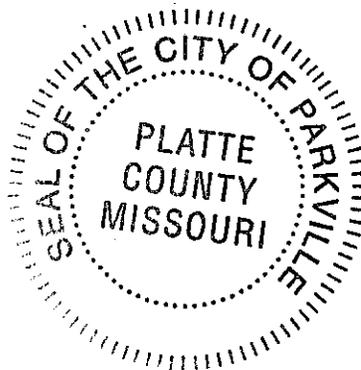
A public open house was scheduled on August 5 and an additional ten days would be allowed for additional public comments. A steering committee meeting was scheduled for August 26. The preliminary design work would continue August through November and a list of prioritized projects would be completed in September. Mr. Yanez added that in September and October additional one-on-one meetings would be held. CFS would continue to look at future development options downtown on the east side of Highway 9.

The work session ended at 7:01 p.m.

The work session minutes for August 4, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the first day of September 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, August 18, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - absent with prior notice |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present:

- Lauren Palmer, City Administrator
- Alysen Abel, Public Works Director
- Kevin Chrisman, Police Chief
- Tim Blakeslee, Assistant to the City Administrator
- Zach Tusinger, Community Development Intern
- Steve Chinn, City Attorney

Mayor Johnston announced a closed session was held at 5:30 p.m. pursuant to RSMo 610.021(1). As a result, a vote was taken but pursuant to RSMo 610.021(1) it was not required to be made public until final disposition of the matter.

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

Mayor Johnston recognized members of the Boy Scouts of America in the audience and called them to the podium. Luke Moyes and Ryan Bennett from Troop 1495 and Christopher Wishman from Troop 261 were each working on the Communications merit badge.

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for the August 4, 2015, regular meeting
- B. Receive and file the July Municipal Court report
- C. Receive and file the crime statistics for January through June 2015
- D. Receive and file the financial report for the month ending July 31, 2015
- E. Authorize a payment from the Emergency Reserve Fund for the Brink Meyer Road Neighborhood Improvement District
- F. Approve a quitclaim deed to transfer right-of-way to the Missouri Department of Transportation for the Route 45 Widening – Phase C Project
- G. Approve an agreement with Twin Traffic Marking Corp. for the 2015 Pavement Marking Program
- H. Approve Resolution No. 08-02-15 employing Travis Phelan as a full-time laborer for the Parks Division and adjusting the pay for Curtis Whitby with the Streets Division of the Public Works Department

- I. Approve a retailer of intoxicating liquor in the original package liquor license for WBJ Distributing, Inc. located at 8500 River Park Drive, Suite 135
- J. Approve accounts payable from July 29 to August 11, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 7-0.

5. ACTION AGENDA

A. Accept the audited financial statement for fiscal year 2014 as prepared by Bruce Culley, CPA

Bruce Culley, CPA provided an overview of highlights from the 2014 audit, noting that the City approved long-term financing of both the Brush Creek Drainage and Brink Meyer Neighborhood Improvement Districts (NID). He said that government- and business-type activities revenue and expenses increased, there was a drop in the bottom line due to interest and financing costs related to the Brink Meyer NID and there was an increase in net assets. Mr. Culley noted that for several years the City carried investments in the Brush Creek Drainage and Brink Meyer NIDs in fixed assets as a development cost but in 2014 it was categorized as land held for resale.

Mr. Culley reviewed the management letter, noting that the 2013 letter recommended additional staff financial training and cited issues with the street rating system but both had been addressed for the 2014 audit. The Board discussed if the amount in the Emergency Reserve Fund was at a good level and Mr. Culley responded that it was larger than he had seen other cities maintain and suggested an evaluation study could be completed. It was noted that the Emergency Reserve Fund was larger due to the uncertainty of the future of both NID properties.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ACCEPT THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2014. ALL AYES, MOTION PASSED 7-0.

B. Accept the 2015 City of Parkville Strategic Planning Workshop Summary Report

City Administrator Lauren Palmer explained the Board and staff held a day-long planning retreat on July 20 to strengthen working relationships, determine critical success factors and create goals to get the City closer to its vision. The key outcome of the workshop was the creation of five critical success factors and the development of 2016 priorities and longer-term priorities to achieve the success factors. Palmer added staff scheduled the workshop in advance of the budget process so staff would have guidance to develop the 2016 budget.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ACCEPT THE 2015 CITY OF PARKVILLE STRATEGIC PLANNING WORKSHOP SUMMARY REPORT. ALL AYES, MOTION PASSED 7-0.

C. Authorize staff and the design team to rebid the Route 9 Downtown Entryway Beautification Project

City Administrator Lauren Palmer stated the project was bid in June and the bid opening was held on July 9, and all the bids received far exceeded the budget and engineer's estimate. The Board reviewed the bids on July 21 and authorized staff to look at options to redesign the project to get it within budget. One recommendation was to maximize the use of bid alternates to give flexibility to pick elements based on bid prices received, but the Missouri Department of Transportation limited it due to state Local Public Agency Program guidelines. Palmer noted that as a result only the downtown markers and lighting were listed as alternates. Changes for the

rebid included materials changes, eliminating the wing wall on the sign and replacing the backlighting with ground lighting.

Alderman Jones said he would vote no because the cost was too high due to staff time and expenses invested in the project.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **AUTHORIZE STAFF AND THE DESIGN TEAM TO REBID THE ROUTE 9 DOWNTOWN ENTRYWAY PROJECT (STP-3301) WITH THE PROPOSED MODIFICATIONS.** MAYOR JOHNSTON CALLED FOR A ROLL CALL VOTE. PLUMB, WYLIE, WERNER, DRIVER, LAMER AND SPORTSMAN VOTED IN FAVOR AND ALDERMAN JONES VOTED IN OPPOSITION. MOTION PASSED 6-1.

D. Approve the first reading of an ordinance amending Parkville Municipal Code Chapter 405 to rezone a portion of 12398 NW Highway FF from County "PI" Planned Industrial District to "PLCD" Parkland and Conservation District – Case PZ15-25

Community Development Department Intern Zach Tusinger said the property was commonly known as Vikings Field and when it was annexed into the City it kept its county zoning. The rezoning request was only for the property north of the railroad tracks and was proposed as Parkland and Conservation District. Tusinger added the Planning and Zoning Commission recommended approval on August 10.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2847, AN ORDINANCE **AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 405 TO REZONE A PORTION OF 12398 NW HIGHWAY FF (AKA PLATTE COUNTY PARCEL NUMBER 20-8.0-33-000-000-003.001) LOCATED NORTH OF THE RAILROAD RIGHT-OF-WAY, FROM COUNTY "PI" PLANNED INDUSTRIAL DISTRICT TO CITY "PLCD" PARKLAND AND CONSERVATION DISTRICT,** BE APPROVED FOR FIRST READING. ALL AYES, MOTION PASSED 7-0.

E. Approve an ordinance approving the final plat of Lot 1-1 through 1-3, Townhomes at the National - 2nd Plat – Case PZ15-27; applicant J-3 Pandi, LLC

Community Development Department Intern Zach Tusinger explained the plat was approved in 2014 and as part of the approval the applicant was allowed to replat certain lots without additional approval by the Planning and Zoning Commission. The request would split the lot into three separate townhomes for legal purposes so the applicant could sell the townhomes.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2848, AN ORDINANCE **APPROVING THE FINAL PLAT, LOT 1-1 THROUGH 1-3, TOWNHOMES AT THE NATIONAL – 2ND PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI,** BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2848 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2848 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2817. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, JONES AND SPORTSMAN. MOTION PASSED 7-0.

6. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

A. Administration

Assistant to the City Administrator Tim Blakeslee provided an update on the Old Parkville Cemetery, noting that as a Park University class project, it was recommended that the cemetery be inactivated. As a follow-up to the recommendation, he said a public notice would be issued asking for family members of those buried to give notice to the City within 90 days. Following the 90 day period, the Board would need to pass an ordinance to inactivate the cemetery. Blakeslee also added that staff was working on a staffing report to re-establish the Cemetery Board and would also be meeting with Park University for mapping of the cemetery.

City Administrator Lauren Palmer provided an update on the Parkville Parks Plan, noting that the project was funded in the Capital Improvement Program as an update to the 2008 plan. The Community Land and Recreation Board (CLARB) discussed the plan at their August 11 meeting and a Request for Proposals (RFP) had been issued to identify a consultant for the project. Palmer said that staff asked Platte County to participate because the key focus area of the RFP was to understand how English Landing Park and Platte Landing Park interacted. She added the County said it would evaluate the RFP during their budget process and make a decision for their 2016 budget. County staff suggested the City wait until the wetland mitigation was completed but CLARB recommended that staff move forward with the RFP to select a consultant. Palmer said that Phil Wassmer agreed to serve on the selection committee and she recommended an alderman serve as well. Alderman Wylie agreed to serve and Alderman Lamer would serve as a backup if there was a scheduling issue.

Mayor Johnston noted that the City requested \$10,000 for the plan update and the project was budgeted at \$50,000. She also clarified that City staff would only be selecting a consultant. Palmer noted that a decision about proceeding with planning would be made at a later date.

B. Community Development

Community Development Department Intern Zach Tusinger provided an update on restrictions on non-retail uses on Main Street, noting that City staff was drafting a potential text amendment. Once the draft was completed staff would meet with property owners to further refine the amendment. Staff planned to discuss the amendment with the Planning and Zoning Commission at its September meeting.

C. Public Works

Public Works Director Alysén Abel said the City received its 10K Certification for English Landing Park, noting that the start and end of the course would be at the McKeon Stage, which was included as part of the race day package. She added that staff was looking at installing permanent markers for each race which had different endpoints.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FROM THE BOARD

Mayor Johnston reminded the Board that the time capsule would be filled during Parkville Days on August 22.

Alderman Sportsman updated the Board on actions from the August Community Land and Recreation Board (CLARB) meeting. He said CLARB held a dedication ceremony at the Spirit Fountain before the meeting and they thanked Phillip and Barbara Wassmer for the donation of capstones. CLARB also discussed additions to the Parkville Days festivities that included a parachute team and helicopter rides, and sculpting the tree behind McKeon Stage for which public input would be received after options were reviewed. Sportsman also added that Neil Davidson said 75 kayakers would be going down the river from Farley to English Landing Park on September 5.

MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF AUGUST 18, 2015

Page 5 of 5

Alderman Wylie requested information about the fall cleanup event and Public Works Director Alysén Abel said the cleanup would be held on October 10 and curbside pick-up would be held on October 12.

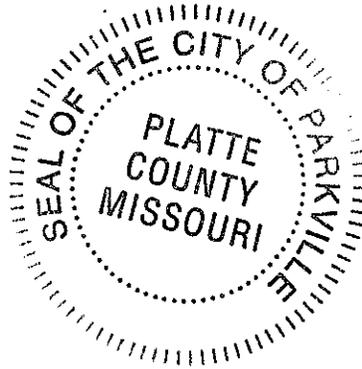
8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE AUGUST 18, 2015, REGULAR BOARD MEETING AT 7:50 P.M. ALL AYES; MOTION PASSED 7-0.**

The minutes for Tuesday, August 18, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the first day of September 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, September 1, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - absent with prior notice |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Human Resources/Finance Director
Tim Blakeslee, Assistant to the City Administrator
Kevin Humiston, Municipal Court Judge

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Presentation of Park University 140th Anniversary Pins

Laurie McCormack, Park University, presented lapel pins to the mayor and aldermen celebrating the university's 140th anniversary in 2015.

3. MAYOR'S REPORT

A. Recognition for Human Resources/Finance Director Matthew Chapman for certification as an International Public Management Association Certified Management Professional

City Administrator Lauren Palmer recognized Matthew Chapman for receiving his International Public Management Association (IPMA) certification and noted it was the only association with certification for public sector agencies. Chapman started working for the City in 2012 as the Collector and took on Human Resources duties. He led the property liability and workers' compensation renewal, updated the salary survey and salary comparisons, led the health insurance renewals and a provider change, and worked with staff to update job descriptions. Palmer congratulated Chapman and thanked the mayor and board for supporting staff professional development.

B. Approve the appointment of Robert Stuteville to the Community Land and Recreation Board through May 2016

Mayor Johnston stated the appointment was to fill a position previously held by Chris Cardwell.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE APPOINTMENT OF ROBERT STUTEVILLE TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2016. ALL AYES; MOTION PASSED 7-0.

4. CONSENT AGENDA

- A. Approve the minutes for the August 4, 2015 work session
- B. Approve the minutes for the August 18, 2015 regular meeting
- C. Receive and file the July sewer report
- D. Authorize staff to finalize and the Mayor to execute Amendment No. 1 to the cooperative agreement with Park University related to street lights for the Route 9 Downtown Entryway Beautification Project
- E. Approve memorandums of agreement with Park University to conduct annual supervised deer and permit hunts
- F. Approve Resolution No. 09-01-15 employing Kyle Hillhouse as a seasonal full-time laborer for the Parks Division of the Public Works Department
- G. Approve a contract with Irvinbilt Constructors for Pinecrest Pump Station wet well repairs
- H. Approve the purchase of salt and sand from Dale Brothers, Inc. through the spring of 2016
- I. Authorize staff to submit an application for a Traffic Engineering Assistance Program Grant to the Missouri Department of Transportation for the Lewis Street Traffic Study
- J. Approve the second reading of an ordinance amending Parkville Municipal Code Chapter 405 to rezone a portion of 12398 NW Highway FF from County "PI" Planned Industrial District to "PLCD" Parkland and Conservation District – Case PZ15-25
- K. Approve accounts payable from August 11 to August 27, 2015

City Administrator Lauren Palmer noted there was a typographical error in the July sewer report that would be corrected in the final copy. She also noted that Amendment No. 1 to the cooperative agreement with Park University had not been reviewed by university staff at the time the packet was published, but had since been finalized and was ready for approval.

Mayor Johnston noted the vote for the second reading of an ordinance required a roll call vote and therefore the consent agenda was approved on roll call.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, JONES AND SPORTSMAN. MOTION PASSED 7-0.

5. ACTION AGENDA

- A. **Hold a public hearing and adopt an ordinance approving the 2015 Property Tax Levy for the General Fund and General Debt Service Fund for fiscal year 2016**

Human Resources/Finance Director Matthew Chapman explained that staff received the State Auditor's pro forma numbers for 2016 and the maximum levy was adjusted to a combined total of \$0.6514 per \$100 assessed valuation. Staff recommended maintaining the levy at the maximum allowed rate. Chapman added the maximum levy for General -Temp was recommended to help pay off debts. The Finance Committee recommended approval on August 24.

Mayor Johnston opened the floor to public comments. Hearing none, she closed the public hearing.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2849, AN ORDINANCE SETTING THE 2015 GENERAL TAX LEVY AT \$0.4763 PER \$100.00 OF ASSESSED VALUATION AND THE GENERAL -TEMPLEVY AT \$0.1751 PER \$100.00 OF ASSESSED VALUATION, BE APPROVED FOR FIRST READING. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2849 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2849 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2819. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, JONES AND SPORTSMAN. MOTION PASSED 7-0.

B. Approve a professional services agreement with the Platte County Citizen for newsletter creation, publishing and mailing services

Assistant to the City Administrator Tim Blakeslee stated that two newsletters were distributed to Parkville residents and licensed businesses each year. The newsletters were a big job for staff who had limited expertise, so a Request for Proposals was issued in July. Two responses were received and the Platte County Citizen was the recommended proposal. The Citizen would be responsible for selling advertisements, designing, publishing and mailing the newsletter. The agreement was for the fall 2015 newsletter but included the option for an extension to future newsletters.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH THE PLATTE COUNTY CITIZEN FOR NEWSLETTER CREATION, PUBLISHING, AND MAILING SERVICES FOR FALL 2015 WITH THE OPTION FOR RENEWALS FOR SUBSEQUENT NEWSLETTERS. ALL AYES; MOTION PASSED 7-0.

6. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

A. Municipal Court

Municipal Court Judge Kevin Humiston provided an update on Senate Bill No. 5, noting that the bill was created in response to the events in Ferguson, Missouri, and took a closer look at how municipal courts operated. The bill was signed in July, became effective August 28, 2015, and gave cities time to become compliant. Humiston said that Parkville was compliant with most of the provisions and the few that were not in compliance would be done by the end of the week.

Humiston said the goal of the bill was to limit the revenue from minor traffic offenses to 20 percent of the General Fund revenue. Other major changes included the creation of a class of ordinances called minor traffic violations with a maximum cap for fines set at \$300 with no jail time; a time limit for arraignment for those in custody on an arrest warrant; and beginning on January 1, 2016, municipal courts would be required to have certification signed by a judge showing the municipality's compliance with the bill.

City Attorney Steve Chinn noted there was ongoing debate among city attorneys about moving and non-moving violations. Judge Humiston responded that the Office of State Courts Administrator provided guidance to courts and instructed them that any fine counts towards the percentage of revenue and fines for moving violations were not capped. Further discussion focused on refusal to pay and it was noted that a person could not be jailed unless it violated the terms of his or her probation.

B. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on code enforcement; presentation attached as Exhibit A. He stated that major changes included improved codes, processes and reporting, and increased patrolling. Staff was working

towards reducing the number of repeat offenders by charging re-inspection fees, issuing notices of delinquency, coordinating with associations, improving data collections, expediting prosecution of repeat violators and looking at increasing staff. Ackerson projected the number of property cases in 2015 would double from those in 2014.

C. Police Department

Police Chief Kevin Chrisman notified the Board there was a report of a foul odor at Platte Landing Park earlier in the evening and the park was evacuated. Captain Jordan determined it was tear gas from a Kansas City, Kansas, firing range training and the park was reopened. Chrisman also stated that Officer Eddie Olson was honored during the Parkville Days parade; he announced his retirement in December.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FOR THE BOARD

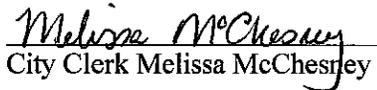
Alderman Plumb reminded the Board about the annual Friends of the Parkville Animal Shelter Paws in the Park event at English Landing Park on September 19

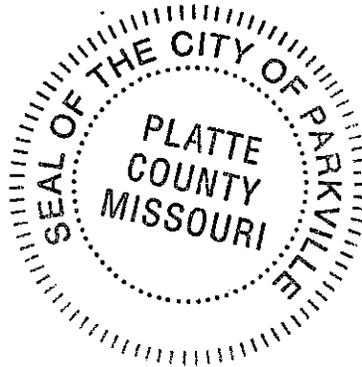
8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE SEPTEMBER 1, 2015, REGULAR BOARD MEETING AT 8:12 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, September 1, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifteenth day of September 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, September 15, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Finance/Human Resources Director
Tim Blakeslee, Assistant to the City Administrator
Zach Tusinger, Community Development Intern

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for the September 1, 2015 regular meeting
- B. Receive and file the August Municipal Court Report
- C. Receive and file the financial report for the month ending August 31, 2015
- D. Receive and file the crime statistics for January through July 2015
- E. Approve Resolution No. 09-02-15 employing Eric Pils as full-time laborer for the Streets Division of the Public Works Department
- F. Approve Resolution No. 09-03-15 adopting the 2015 Mid-America Regional Council Regional Multi-Hazard Mitigation Plan
- G. Authorize staff to prepare and submit an application for the Hazard Mitigation Grant Program to the State of Missouri Emergency Management Agency for the low-water bridge crossing in English Landing Park
- H. Declare two Public Works trucks and equipment as surplus equipment and authorize staff to auction them through KCI Auto Auction
- I. Approve accounts payable from August 27 to September 9, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 8-0.

5. ACTION AGENDA

A. Approve Resolution No. 09-04-15 expressing intent to use economic development incentives to promote appropriate development in the Brush Creek Drainage and Brink Meyer Neighborhood Improvement Districts

City Administrator Lauren Palmer stated that in 2014 the City issued permanent financing for the Neighborhood Improvement Districts (NID) and the first round of assessments were due in December, but only a portion of those assessments were received. Palmer said staff was working with the Parkville Economic Development Council to prompt development in the area and one recurring theme was a reluctance to invest money for a preliminary development proposal without knowing the City's commitment to land uses. The proposed resolution affirmed the City's willingness to use incentives to offset the NID assessments and was intended to be a supplement to the Economic Development Council policy adopted on October 4, 2011. Palmer said the resolution highlighted the Board of Aldermen's willingness to consider incentives, it was in accordance with the feasibility study and master plan that recommended multi-family development, Tract IV was given the highest priority because it carried the highest debt burden, and delinquent owners would not be considered for incentives. Palmer also said the school district had concerns about how property taxes would affect the district.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADOPT RESOLUTION NO. 09-04-15 EXPRESSING THE BOARD'S INTENT TO USE ECONOMIC DEVELOPMENT INCENTIVES TO PROMOTE APPROPRIATE DEVELOPMENT IN THE BRUSH CREEK DRAINAGE AND BRINK MEYER ROAD NIDS. ALL AYES, MOTION PASSED 8-0.

B. Approve the first reading of an ordinance amending Parkville Municipal Code Chapter 400 to define retail uses and Chapter 442 restricting ground floor uses on Main Street between the railroad tracks to the south and 2nd Street to the north – Case PZ15-26; City of Parkville Community Development Department, applicant

Community Development Intern Zach Tusinger explained that in June the City received a petition from 14 property owners and Main Street Parkville Association representatives to limit street-level uses on Main Street between the railroad tracks and Second Street. Tusinger said the existing non-retail uses would be grandfathered in as legal non-conforming uses and would not be forced to relocate. Vacant properties would be obligated to market to retail tenants, but if the owner was not able to find a retail tenant and could demonstrate that a good faith effort was made to market to them, the owner could receive an administrative exception permit. If the exception was denied the property owner could appeal to the Board of Zoning Appeals. Tusinger added the proposed text amendment could be reviewed again with the zoning code update.

The Planning and Zoning Commission held a public hearing on September 8 and provided guidance on requirements for the Community Development Director to approve an administrative exception and reduced the abandonment clause to six months.

Further discussion focused on the requirements to obtain an administrative exception permit and if the text amendment was too broad or too limiting. Assistant City Administrator/Community Development Director Sean Ackerson provided an overview of the acceptable advertising methods.

Ackerson also explained the legal non-conforming uses included a provision allowing them to continue the non-retail uses in perpetuity. He added that if they could not fill the non-conforming use with an equivalent or more restrictive use within six months they would need an administrative exception to retain the prior use.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN

DRIVER TO APPROVE BILL NO. 2850, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 400 TO DEFINE RETAIL USES AND CHAPTER 442, "OTD" OLD TOWN DISTRICT TO RESTRICT GROUND FLOOR USES ON MAIN STREET BETWEEN THE RAILROAD TRACKS TO THE SOUTH AND 2ND STREET TO THE NORTH, ON FIRST READING AND POSTPONE THE SECOND READING TO OCTOBER 6, 2015. ALL AYES, MOTION PASSED 8-0.

6. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

A. Administration

City Administrator Lauren Palmer provided an update on the Route 9 Downtown Entryway Project, noting that the project was rebid with design changes. The bid opening was scheduled on October 7 and a recommendation would be submitted for Board of Aldermen approval on October 20. Palmer said she hoped to get a notice to proceed in mid-November and wrap up the project in the spring.

Palmer also said that Kansas City Power and Light Company would be working on the street lights along Highway 9 near Park University which would be completed in advance of the entryway sign project.

B. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on Cider Mill Ridge 6th Plat, noting that the Planning and Zoning Commission considered the application for 20 new single-family lots on September 8. He explained the preliminary plat did not require Board of Aldermen approval, but the applicant would bring the final plat to the Board in October for final approval. A copy of the preliminary plat is attached as Exhibit A.

C. Public Works

Public Works Director Alysén Abel provided an update on the English Landing Park restroom project, noting that Williams, Spurgeon Kuhl & Freshnock presented three concepts to the Community Land and Recreation Board (CLARB) on September 9. The recommended option included a restroom at the same location that would include an entryway and porch on the west side. Abel said the architect would present the final concept at a future CLARB meeting. The recommended preliminary concepts are attached as Exhibit B. City Administrator Lauren Palmer added that CLARB was being treated as the design team and the Board of Aldermen would approve bidding the project.

Public Works Director Alysén Abel also provided an update on the Eastside Pump Station decommissioning, noting the project was completed on August 28 and restoration efforts would be completed by the end of the week.

Abel also provided an update on the time capsule, noting that it was placed next to the flag pole at City Hall because the original location was not feasible due to the location of utilities. She said the Streets Division poured a concrete slab the previous week and would also be placing the plaque at the location.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FOR THE BOARD

Alderman Sportsman requested an update about QuikTrip and Assistant City Administrator/Community Development Director Sean Ackerson said the project was delayed due to necessary utility work.

Alderman Driver reminded the Board that Parkville Nature Sanctuary Ghost Stories was scheduled on October 24.

Alderman Plumb stated that Paws in the Park was scheduled on September 19 and the Park University homecoming was September 17-19.

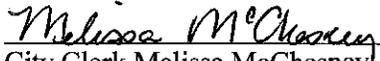
Public Works Director Alysén Abel said the fall cleanup event was scheduled for October 10 and curbside pick-up would be held on October 12. She added that resident yard waste could be dropped off at the Damon Pursell lot between October 10 and November 14.

8. ADJOURN

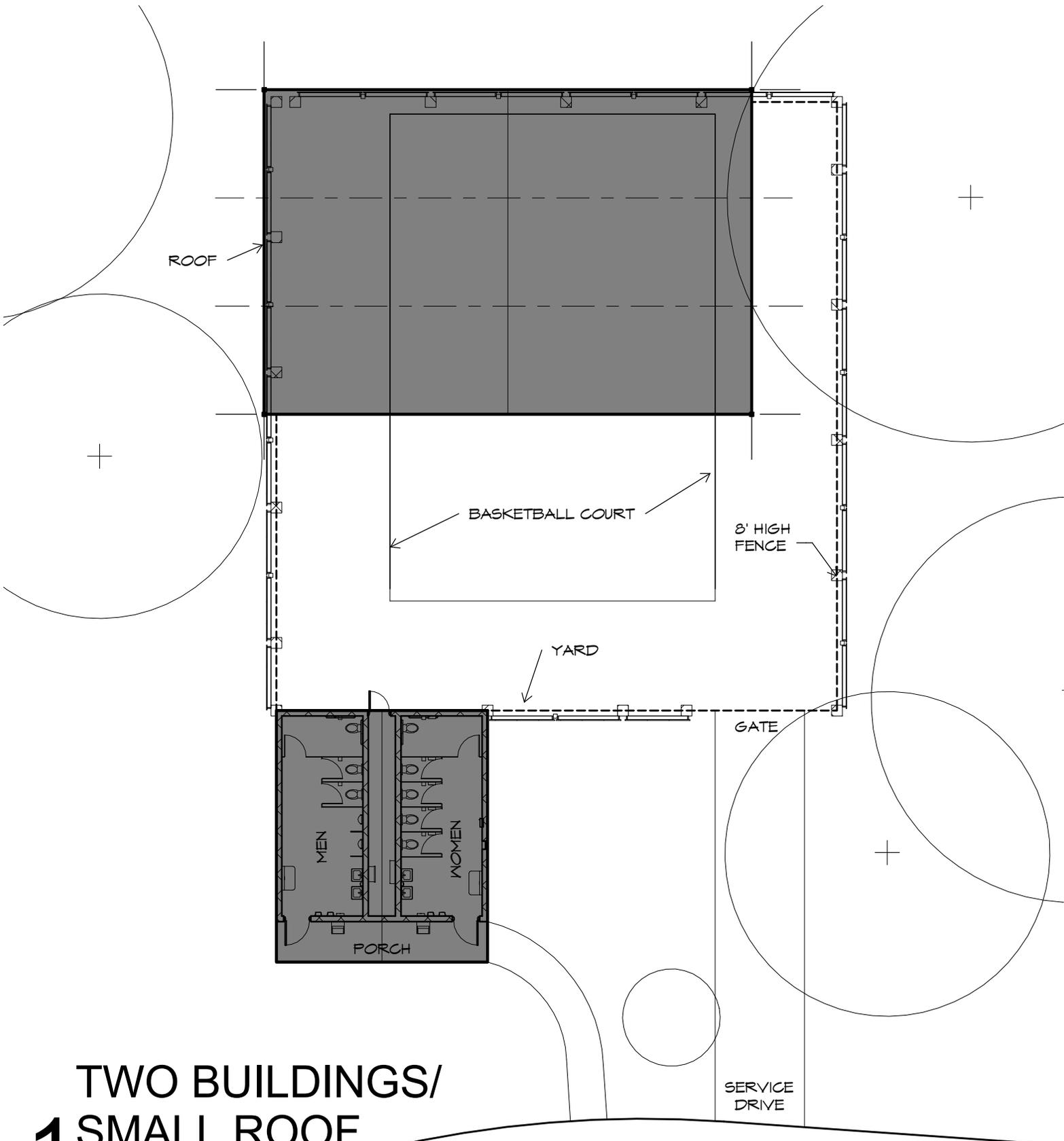
IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE SEPTEMBER 15, 2015, REGULAR BOARD MEETING AT 8:09 P.M. ALL AYES; MOTION PASSED 8-0.

The minutes for Tuesday, September 15, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixth day of October 2015.

Submitted by:


City Clerk Melissa McChesney





TWO BUILDINGS/ 1 SMALL ROOF

1/16" = 1'-0"

Williams
Spurgeon
Kuhl &
Freshnock
Architects, Inc.

PARKVILLE ENGLISH LANDING RESTROOM

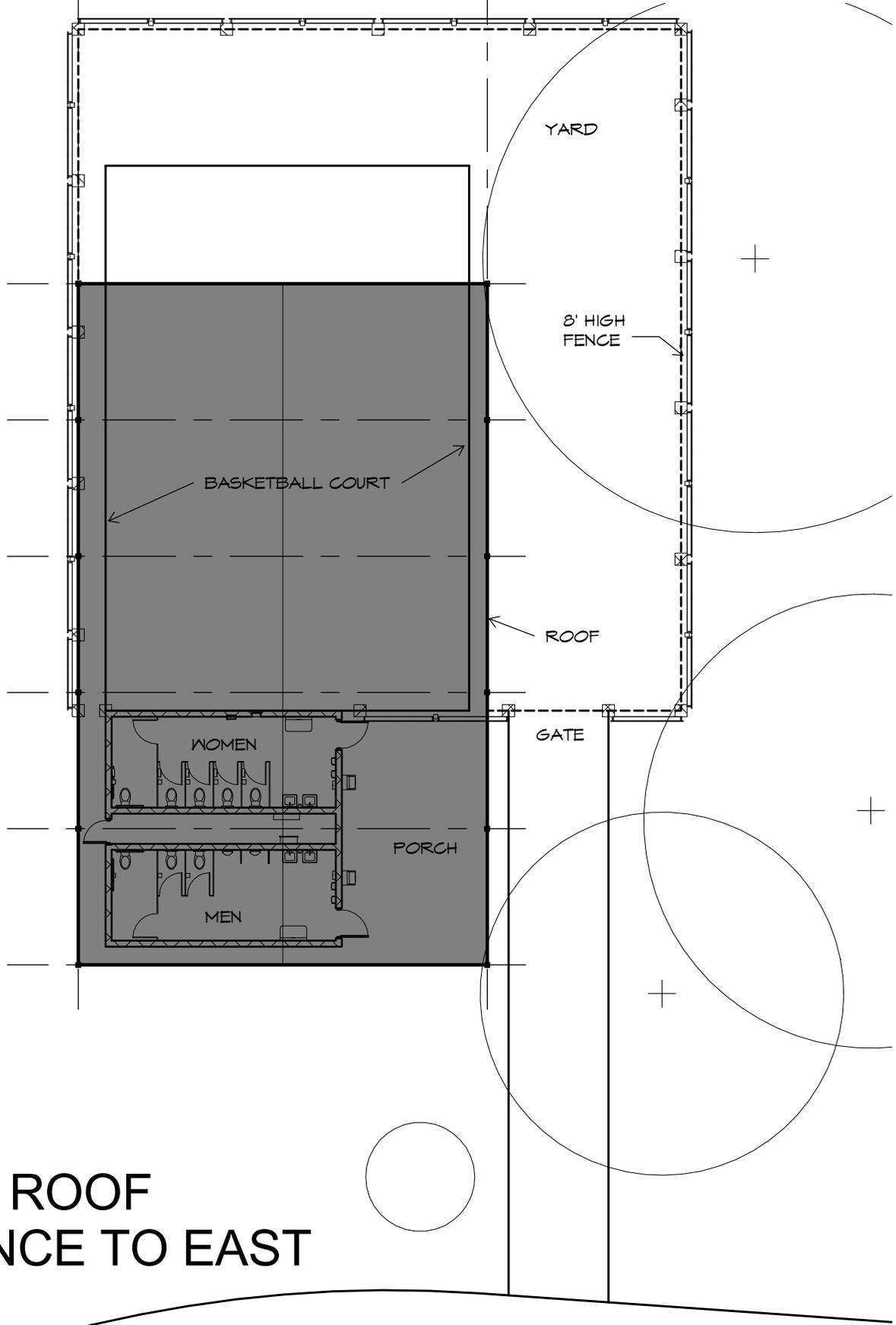
STREET ADDRESS
CITY, ST ZIP CODE

110 Armour Road North Kansas City, Missouri 64116
Tel. 816.300.4101 Fax 816.300.4102

RE:
REV. NO:

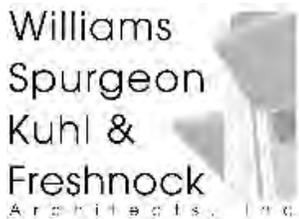
JOB NO:
DATE:
.A1.01

Williams Spurgeon
Kuhl & Freshnock
Architects, Inc. © 2015



SINGLE ROOF 2 ENTRANCE TO EAST

1/16" = 1'-0"



PARKVILLE ENGLISH LANDING RESTROOM

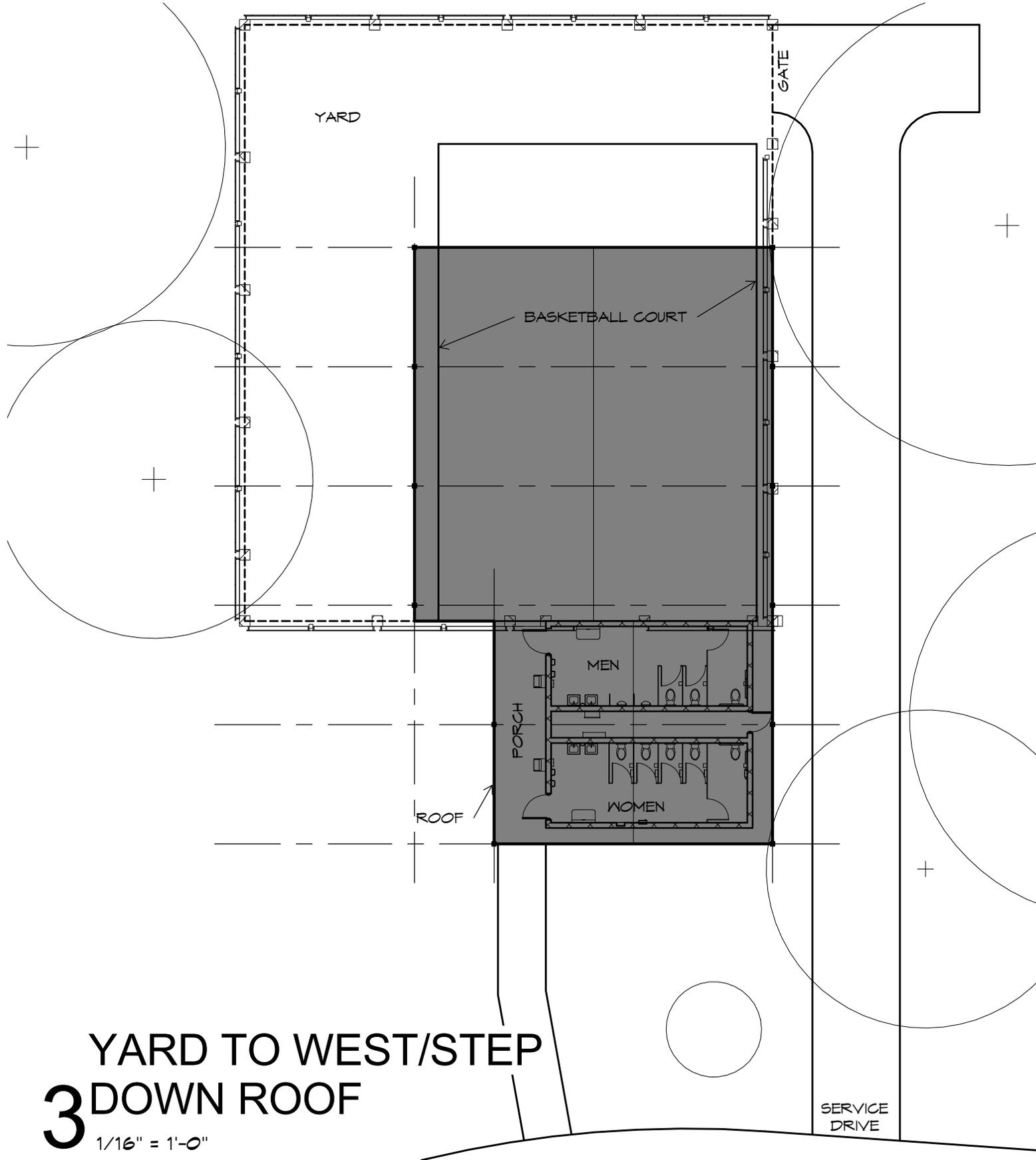
STREET ADDRESS
CITY, ST ZIP CODE

110 Armour Road North Kansas City, Missouri 64116
Tel. 816.300.4101 Fax 816.300.4102

| |
|----------|
| RE: |
| REV. NO: |

| |
|------------------|
| JOB NO: 15049 |
| DATE: |
| .A1.02 |

Williams Spurgeon
Kuhl & Freshnock
Architects, Inc. © 2015



YARD TO WEST/STEP 3 DOWN ROOF

1/16" = 1'-0"

Williams
Spurgeon
Kuhl &
Freshnock
Architects, Inc.

PARKVILLE ENGLISH LANDING RESTROOM

STREET ADDRESS
CITY, ST ZIP CODE

110 Armour Road North Kansas City, Missouri 64116
Tel. 816.300.4101 Fax 816.300.4102

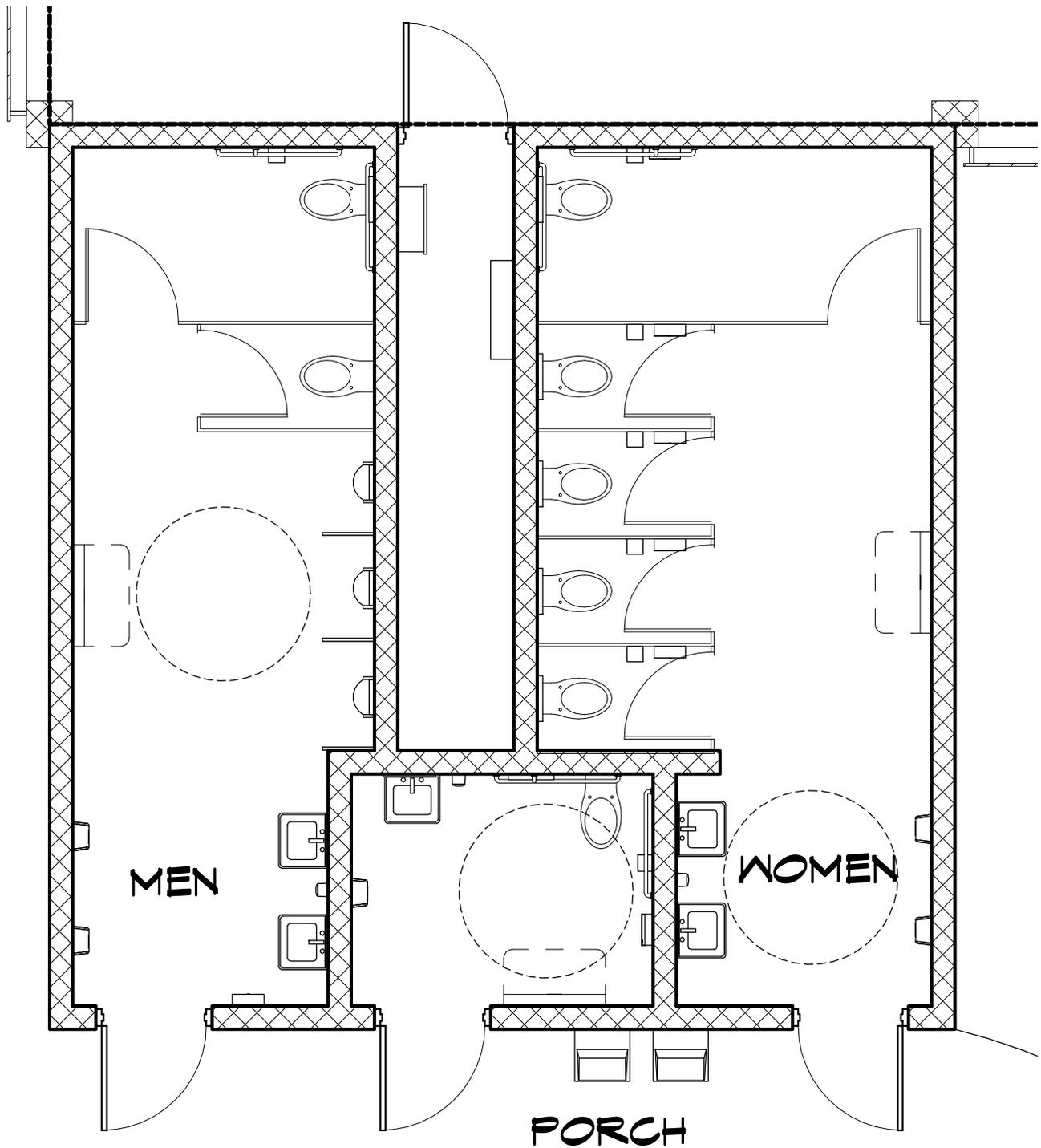
RE:

REV. NO:

JOB NO:
15049
DATE:

.A1.03

Williams Spurgeon
Kuhl & Freshnock
Architects, Inc. © 2015



1 ENLARGED PLAN

1/4" = 1'-0"

Williams
Spurgeon
Kuhl &
Freshnock
ARCHITECTS, P.C.

PARKVILLE ENGLISH LANDING RESTROOM

STREET ADDRESS
CITY, ST ZIP CODE

110 Armour Road North Kansas City, Missouri 64116
Tel. 816.300.4101 Fax 816.300.4102

RE:

REV. NO:

JOB NO:
15049
DATE:

.A1.04

Williams Spurgeon
Kuhl & Freshnock
Architects, Inc. © 2015

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, October 6, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Finance/Human Resources Director
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston announced that an executive session was held at 5:45 p.m. to discuss personnel matters pursuant to RSMo 610.021(3) and attorney-client matters pursuant to RSMo 610.021(1).

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Sarah Walters and Walt and Ellie Chrisman regarding Bella Vista at the National

Sarah Walters, 6211 Heathery Way, said she was speaking on behalf of residents and understood the preliminary approvals were made in May but did not feel the residents were adequately notified about the project and there was no full disclosure. She added that homes had been built since it was originally approved but the property owners were not informed about possible development in the area.

Walt and Ellie Chrisman, 9524 Lime Stone Road, attended the meeting to find out the issues but stated they were neutral on the issue.

William Gaffney, 9549 Lime Stone Road, said he attended to find out more information.

James Roberts, 6208 Heathery Way, said his home would look onto the property and he was not told about possible development when he purchased the property in 2003.

Mayor Johnston noted the Board was unable to take action at the meeting.

Assistant City Administrator/Community Development Director Sean Ackerson responded to a question about the National's master plan, noting the plan approved multi-family housing on the property and it retained that zoning since 1999. He said he could not speak to the marketing or real estate materials provided to property owners by the National.

Alderman Lamer asked Ackerson about public comments at past meetings and he responded that a public hearing was held and notices were posted as required by State statutes. The Planning and Zoning Commission and Board of Aldermen recommended approval of the preliminary plan and

the next steps were to for the National to submit engineering plans and a final development plan. Ackerson added the Planning and Zoning Commission's primary consideration of the final development plan would be to verify if it met the conditions approved with the preliminary plan; if it was not consistent the applicant would be required to restart the process. He also said the final plan would be part of an open meeting would not be a public hearing, but it was at the Commission and Board's discretion to allow public comments at those meetings.

In response to comments about public notice and public hearing requirements, Ackerson said that Missouri statutes required notification to all property owners within 185 feet of the property and publication in a local newspaper. The property owner notifications did not include the single-family homes the citizens referred to in their comments. In addition to the required notices, several notices were also posted notices on Highway 45 and Lime Stone Court.

3. MAYOR'S REPORT

Mayor Johnston noted that longtime resident and Christmas on the River volunteer Gayle Bay passed away and extended condolences to her family.

4. CONSENT AGENDA

- A. Approve the minutes for the September 15, 2015, regular meeting
- B. Receive and file the August sewer report
- C. Items related to the Refunding Certificates of Participation, Series 2015
 1. Approve the selection of Commerce Bank for investment banking services
 2. Approve a short-term loan from the Emergency Reserve Fund to reduce the par amount
- D. Approve the second reading of an ordinance amending Parkville Municipal Code Chapter 400 defining retail uses and Chapter 442 restricting ground floor uses on Main Street between the railroad tracks and 2nd Street – Case PZ15-26; City of Parkville Community Development Department, applicant
- E. Approve the amended retailer of intoxicating liquor in the original package liquor license for WBJ Distributing, Inc. located at 170 English Landing Drive, Suite 141
- F. Approve a retailer of intoxicating liquor in the original package with Sunday sales liquor license for TA Operating, LLC dba Minit Mart located at 6316 NW Highway 9
- G. Authorize staff to present three proposed concepts for public consideration for the decorative sculpture using the tree stump at McKeon Stage in English Landing Park
- H. Approve accounts payable from September 9 to September 25, 2015
- I. Approve a retail liquor by the drink picnic license for the Parkville Chamber of Commerce for the Parkville in Art event on October 17, 2015

Alderman Sportsman commented on item 4G and said he appreciated allowing public input to select a design for the tree at English Landing Park and requested that staff solicit public input in many ways.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

5. ACTION AGENDA

- A. Approve the employee health insurance renewal for 2016 with Blue Cross/Blue Shield

Finance/Human Resources Director Matthew Chapman stated that in 2015 the City offered three benefit plans through Blue Cross/Blue Shield. Staff was presented with a 15 percent increase for 2016 but requested that CBIZ negotiate a lower rate, which was lowered to 13 percent and a cost savings of approximately \$3,800. Chapman added that if the City had gone through a competitive bid process it could have been the fourth carrier in four years and the consensus of the Health Insurance Committee and various staff was to avoid the competitive bid process for 2016. Staff recommended four cost shares and the same three plans as provided in 2015. Chapman said that due to the timing, the Finance Committee did not review the item and Board of Aldermen approval would allow more time for employee education of the plan options.

Matt Krull, CBIZ, said that due to healthcare reform, the City's employee size and a December 1 renewal it was not ideal for employees to switch and it looked bad to providers when cities switch carriers annually. Krull noted the rates from Blue Cross/Blue Shield are competitive since the average annual renewal included eight to ten percent inflation and an additional four percent for the Affordable Care Act. He also said the United States House of Representatives and Senate voted to treat employers with more than 50 employees as a large group which would benefit the city.

City Administrator Lauren Palmer said that staff planned to hold open enrollment meetings and give employees two weeks to sign up for individual appointments if needed.

Further discussion focused on whether the health insurance renewals should be bid competitively each year.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE HEALTH INSURANCE RENEWAL FOR 2016 WITH BLUE CROSS/BLUE SHIELD WITH THE PREMIUM PLANS, RATES, AND COSTS SHARES ATTACHED HERETO AS ATTACHMENT 2 AND INCORPORATED BY REFERENCE. ALL AYES, MOTION PASSED 8-0.

B. Adopt an ordinance approving the final plat of Lot 2-1 through 2-2, Townhomes at the National 2nd Plat – Case PZ15-32; applicant Double Eagle Builders, LLC, owner

Assistant City Administrator/Community Development Director Sean Ackerson said the request was a replat of a previously platted lot approved for townhomes west of Bell Road on Lime Stone Court. Ordinance No. 2766 that was adopted in July 2014 created seven lots. The final plat would create two lots around two individual units with the remainder being green space. Due to a pending closing on a property the applicant requested approval of both readings.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2851, AN ORDINANCE APPROVING THE FINAL PLAT, LOT 2-1 THROUGH 2-2, TOWNHOMES AT THE NATIONAL – 2ND PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI, ON FIRST READING. ALL AYES, MOTION PASSED 8-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2851 ON SECOND READING BY TITLE ONLY TO BECOME ORDINANCE NO. 2821. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 8-0.

6. NON-ACTION AGENDA

A. Brush Creek Drainage and Brink Meyer Neighborhood Improvement Districts payment strategy

City Administrator Lauren Palmer explained the City issued permanent financing on both Neighborhood Improvement Districts (NID) and was in the first year of debt payments, and due to limited development contingency planning in the past the City had a healthy emergency reserve to help cover the delinquencies. Palmer said the Brush Creek Drainage NID collected 64 percent of the debt payment but the Brink Meyer NID did not collect any money. She added Emergency Reserve Fund loans were approved in March and September to cover the remainder of the debt payment.

Palmer explained that staff put together materials to give to the public regarding the debt payment strategy. Strategies included an economic development strategy to work with the Parkville Economic Development Council to pursue development leads and a financial strategy to cover the debt payments.

The financial strategy was divided into three parts that included the Refunding Certificates of Participation 2006 which would save the City money from interest rates and would allow the principal to be retired early; a temporary operating levy through 2024 that could go to the voters for a no tax increase ballot issue to renew the tax levy through the remainder of the bond; and building up the Emergency Reserve Fund with a minimum contribution level of \$100,000 annually and inter-fund loans to the Debt Service Fund to be reimbursed once the delinquencies are paid. The County required a delinquency for two years before the property could go to a tax sale and could renew the tax sale process for up to four years.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Police Department

Police Chief Kevin Chrisman provided an update to a robbery at Fast Stop October 5.

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on the zoning and subdivision regulations, noting that staff met with consultants from Gould Evans and found out the project was behind schedule. Staff provided them with additional information that included recommendations from staff. The next step was an audit of the codes. Ackerson said the first joint meeting would be scheduled in November and Gould Evans would assist with other text amendments to verify they are consistent and compliant with what is adopted.

Ackerson also provided an update on QuikTrip, noting that due to the volume of new QuikTrip projects additional managers were brought in for the Parkville project. The project would begin construction in the fall and would open in the summer of 2016.

Ackerson also provided an update on the vacant home located at 204 Main Street, noting it was demolished, the debris was removed and the next step was to mow the property which would meet the court-ordered deadline of October 15.

8. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FOR THE BOARD

9. ADJOURN

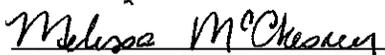
IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE OCTOBER 6, 2015, REGULAR BOARD MEETING AT 8:10 P.M. ALL AYES; MOTION PASSED 8-0.

MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF OCTOBER 6, 2015

Page 5 of 5

The minutes for Tuesday, October 6, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twentieth day of October 2015.

Submitted by:


City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, October 20, 2015, at City Hall located at 8880 Clark Avenue, Parkville, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - absent with prior notice |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Finance/Human Resources Director
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston observed a moment of silence for the Kansas City, Missouri, firefighters who were killed in a fire on October 12.

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Recognize the 2015 Parkville in Art Purchase Award winner for the City

Mayor Johnston recognized John Schroeder as the City's purchase award winner for the 2015 Parkville in Art event for his artwork titled "Doyle Manor Estate" at 1326 Main Street. She noted that over 30 paintings were submitted for the City-commissioned artwork.

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for the October 6, 2015, regular meeting
- B. Receive and file the September Municipal Court Report
- C. Receive and file the crime statistics for January through August 2015
- D. Receive and file the financial report for the month ending September 30, 2015
- E. Approve the first reading of an ordinance to authorize a maintenance agreement with the Missouri Department of Transportation for the widening of Route 45 – Phase B (Bill No. 2852)
- F. Approve Resolution No. 10-01-15 employing Alexander M. Rich as a police officer
- G. Approve Resolution No. 10-02-15 employing Robert M. Heckadon as a police officer
- H. Approve a Planned District Development permit for modification of a structure at 1 W. 1st Street in the "OTD" Old Town District – Case PZ15-34; applicant Evolytics, LLC
- I. Approve accounts payable from September 25 to October 14, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED.** ALL AYES; MOTION PASSED 7-0.

Police Chief Kevin Chrisman recognized the two newly hired police officers Alexander Rich and Robert Heckadon.

5. NON-ACTION AGENDA

A. Review the proposed 2016 budget for the Parkville Commons Community Improvement District

Dale Brouk presented the Parkville Commons Community Improvement District (PC-I CID) proposed 2016 budget, noting that revenues from the one percent sales tax collection were down slightly from the previous year and 96 percent of the expenses would be used to pay the Neighborhood Improvement District special assessments. The PC-I CID consisted of the Price Chopper building, the building that housed Nick & Jake's, and the building that housed Country Financial. The Parkville Commons block party held on September 19 raised over \$1,000 and the proceeds went to Shop with a Cop and a YMCA program.

B. Parkville Economic Development Council Quarterly Update

Parkville Economic Development Council (PEDC) Executive Director Mike Kellam provided a quarterly update as per the public services agreement approved on May 5, 2015. He noted that membership increased by 20 percent over 2014 with five new members since July. The PEDC actively worked to bring in new members that could benefit from being on the Board of Directors and bring a positive attributes to the community. Kellam noted that the PEDC's social media presence increased 15 percent and the website redesign was underway. In regards to outreach, the PEDC made over 150 personal contacts through meetings and social gatherings. Kellam said the PEDC was working on four projects: Project Move It which was a business retention and expansion effort; Project Keystone which was for large scale downtown attraction; Project Tango related to development at I-435 and Hwy 45; and Project Copper which was for mid-scale downtown attraction. Kellam provided an overview of the PEDC budget, noting that the total budget was \$91,000 with \$71,000 from private investments. The PEDC proposed a \$10,000 increase to the City's contribution which was included in the City's proposed 2016 budget.

C. Route 9 Corridor Study Project Update from Consultant Team

Sabin Yanez, Cook Flatt Strobel Engineers (CFS), provided an update to the progress of the study. He said the first public meeting was held on August 5 where attendees were shown the initial conceptual plans and preliminary designs. The Board of Aldermen reviewed the preliminary designs at a work session on August 4 and recommended dividing the project into prioritized sections. A second public meeting was scheduled for October 29.

Yanez provided an overview, including cost estimates, of the recommendations for each of the 12 sections. He noted that the most significant change was made to the section from 7th Street to 5th Street from three lanes to two lanes based on feedback from the public meeting. He also said the businesses on the west side of the highway in the section from the Parkville Athletic Complex to Lakeview Drive were supportive of the preliminary designs and were willing to work on the access issues. Recommendations for the section from Lakeview Drive to 13th Street included low cost street striping to improve the sight distance and removal of the center turn lane because the parkland to the east of the highway would most likely remain undeveloped and a turn lane would not be needed.

Yanez said CFS was asked to provide a list of prioritized projects and they used the Mid-America Regional Council's (MARC) project scoring criteria. He anticipated the City would request

funding for the project from MARC and it was logical to use their scoring criteria. Based on the scoring criteria, MARC favored completing the streets projects as the study suggested and initial scoring would help with funding from MARC in 2016. CFS was working on using MARC's Envision Tomorrow to help determine possible redevelopment, uses and economic factors to translate to economic growth.

6. ACTION AGENDA

A. Approve the first reading of an ordinance to add a ballot question to the April 2016 general municipal election to continue the collection of the out-of state vehicle administration sales tax

Assistant to the City Administrator Tim Blakeslee explained that vehicles purchased outside Missouri collected an administration sales tax. A Supreme Court decision and Missouri state law required that municipalities ask voters to continue collection of the tax by November 2016. On October 12, the Finance Committee recommended that the Board of Aldermen approve an ordinance to add a ballot question to the April general municipal election. At that meeting, staff stated the State would receive the money if the City no longer collected the tax but in actuality the local portion would be discontinued. Blakeslee added that a no vote would continue the tax and a yes vote would discontinue the tax. He said staff would consult other communities to help with the City's public education efforts. A press release was distributed to the media and is attached as Exhibit A.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2853, AN **ORDINANCE AUTHORIZING A BALLOT QUESTION ON THE APRIL 2016 GENERAL MUNICIPAL ELECTION TO CONTINUE THE COLLECTION OF THE OUT-OF STATE VEHICLE ADMINISTRATION SALES TAX, ON FIRST READING AND POSTPONE THE SECOND READING TO NOVEMBER 3, 2015. ALL AYES; MOTION PASSED 7-0.**

B. Approve a construction agreement with Gunter Construction for the Route 9 Downtown Entryway Beautification Project

City Administrator Lauren Palmer stated the project was originally bid in July but all the bids exceeded the engineer's estimate and the Board of Aldermen directed staff to redesign the project. The project was rebid on October 9 and two bids were received. Palmer said the low base bid was over the engineer's estimate but was within the project's budget. The most significant differences between the first bid and the second bid were the lighting element and mobilization and removal of the existing improvements. Palmer added there was only a difference of approximately \$1,600 between the bids submitted which gave a true picture of where the market was; she did not believe a better response would be received with another rebid. Staff recommended approval of the base bid only which would remove alternatives that included the downtown markers, landscaping and irrigation. Palmer added that the landscaping would include low maintenance plants that could be installed by City crews.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE A **CONSTRUCTION CONTRACT WITH GUNTER CONSTRUCTION OF KANSAS CITY, MISSOURI, FOR THE BASE BID OF THE ROUTE 9 DOWNTOWN ENTRYWAY PROJECT IN THE AMOUNT OF \$154,670. AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER AND SPORTSMAN. NOES: JONES. MOTION PASSED 6-1.**

C. Approve a memorandum of understanding with the Friends of Parkville Nature Sanctuary regarding private fundraising

City Administrator Lauren Palmer stated a work session was held in March 2014 regarding the creation of a private non-profit organization, independent of the City, for outside fundraising for the Nature Sanctuary. Palmer said the City could accept tax-exempt donations but donors might be more comfortable gifting through a private non-profit group. At the work session, the Board discussed the partnership and coordinating resources and provided direction to move forward with creation of the non-profit organization.

The Nature Sanctuary Board of Directors established the Friends of the Parkville Nature Sanctuary (FOPNS) as a 501(c)3 organization authorized to raise funds for the Nature Sanctuary and to collaborate with the Board to fund goals and priorities. Staff envisioned that FOPNS would be included as part of the annual budget process and priorities would be brought before the Community Land and Recreation Board and the Board of Aldermen for approval. Palmer said the City would retain the existing funding sources - FOPNS would look for new sources of funding - and maintain the commitment for special programs. The revenue would be budgeted in the General Fund and any profit would be placed in the Nature Sanctuary Donation Fund. The City would partner on events and waive event fees.

The Board discussed the Nature Sanctuary director's position, noting that the director worked for the City and not the non-profit organization. Palmer responded that the director would not be involved in FOPNS.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE FRIENDS OF THE PARKVILLE NATURE SANCTUARY REGARDING FUNDRAISING. ALL AYES; MOTION PASSED 7-0.

D. Approve the first reading of an ordinance to approve the final plat of Cider Mill Ridge, 6th Plat on 12.36 acres including 20 single-family lots and one open space tract – Case PZ15-31; FiveStar Lifestyles, applicant on behalf of RP Golf, LLC

Assistant City Administrator/Community Development Director Sean Ackerson explained the request was to create 20 single-family lots and one open space tract located at National and Promenade drives and the open space would be used for detention and utilities. On September 8, the Planning and Zoning Commission recommended approval of the preliminary plat and the final plat was approved at a special meeting on October 19 subject to conditions related to finalizing the utilities.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2854, AN ORDINANCE APPROVING THE FINAL PLAT, CIDER MILL RIDGE, 6TH PLAT, ON FIRST READING AND POSTPONE THE SECOND READING TO NOVEMBER 3, 2015. ALL AYES; MOTION PASSED 7-0.

6. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on QuikTrip, noting that staff met with QuikTrip staff to review the project schedule and engineering plans and make modifications to the detention pond. He added that Kansas City Power & Light was ready to move forward with the utility relocation and grading would start within the next month. The final plans would be reviewed by the Planning and Zoning Commission on November 10 and the Board of Aldermen would review the application on November 17. QuikTrip anticipated opening in the summer of 2016.

Ackerson also updated the Board on the potential for microbreweries to be approved as conditional use permits, noting that they were currently only allowed in an industrial zoning

district. Staff had preliminary discussions with the Main Street Parkville Association and downtown property owners during their meetings about limiting retail uses downtown and they were open to the concept particularly if it had a retail component. A draft text amendment was presented to the Planning and Zoning Commission on October 19 and they were supportive but requested some clarification and the addition of traffic considerations. Ackerson added the text amendment would encompass micro-distilleries and wineries.

Finally, Ackerson provided an update on downtown retail, noting that as a result of the text amendment on October 6 one downtown property owner announced the opening of The Middle KC at 109 Main Street.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FOR THE BOARD

Alderman Driver noted that Ghost Stories was scheduled on October 24 at the Nature Sanctuary.

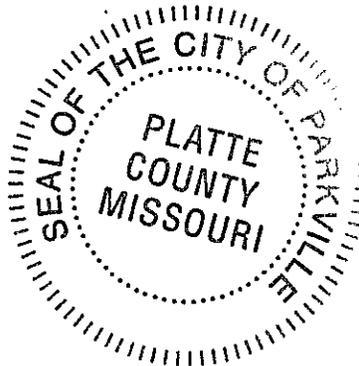
8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE OCTOBER 20, 2015, REGULAR BOARD MEETING AT 8:46 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, October 20, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of November 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 8:54 p.m. on October 20, 2015, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Douglas Wylie, Jim Werner, Diane Driver, Kari Lamer, David Jones and Marc Sportsman.

The following staff was also present:

Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Human Resources/Finance Director
Tim Blakeslee, Assistant to the City Administrator
Melissa McChesney, City Clerk

1. GENERAL AGENDA

A. Proposed 2016 Operating and Capital Budget

City Administrator Lauren Palmer presented an overview of the General Fund; presentation attached as Exhibit A. In regards to 2015 revenue, Palmer said the projected budget was around the targeted amount and excluded the 2014 carryover balance. She said property taxes were steady, sales taxes exceeded estimates, building permits and franchise fees were down and court revenues were stagnant. Staff budgeted conservatively for sales taxes and there was a healthy carryover due to the conservative budgeting.

Palmer reviewed the funds, noting that some were higher than usual due to personnel turnover and legal services were budgeted high because of the unknowns with the Neighborhood Improvement Districts (NID). She said there were healthy savings in risk coverage because staff was able to negotiate lower costs, which were scaled back in the 2016 budget. Palmer added that the Capital Improvement Program (CIP) included capital outlay projects for 2015 that were started but not completed and required carryover to 2016. She also provided an overview of the critical success factors determined by the Board of Aldermen at their strategic planning retreat on July 20. She said staff would continue with the priorities from 2014 along with the new priorities from 2015.

Palmer provided highlights of the revenues, noting that sales taxes performed well, residential and commercial development increased, building permits and development fees decreased, franchise cable fees continued to decline but would be offset because of an increase in the electric franchise fees and court revenues were at a four-year low so staff budgeted a conservative decrease.

Palmer provided highlights of the expenses, noting that the 2016 operating budget was increased 2.3 percent over 2015, net of transfers and capital outlay. Discussion focused on budgeting based on prior years' estimates and not actual expenses. Palmer responded that carryover was used for the next year's CIP and transfers to the Emergency Reserve Fund and personnel were budgeted at 100 percent.

Palmer provided highlights of changes to the General Fund. She said there were personnel adjustments and a reduction in risk coverage. The Nature Sanctuary budget included more staff time for projects. She also said that staff was working to scale back the transfer from the Transportation Fund to the General Fund for Streets personnel so the Transportation Fund would ultimately only include funding for capital and maintenance needs.

The Board had a discussion about staff's philosophy on budgeting and Palmer responded that

staff planned to complete several projects throughout the year but a lack of staff time limited completion of some projects. She added the goal was to not get into the mindset that staff had to spend the money or lose it at the end of the year. The Board also discussed budgeted by expected spending and not based on the prior years' budget.

Further discussion focused on how to allocate the carryover from 2015 and funding for a maintenance strategy for city-owned buildings. Staff requested direction from the Board regarding the waste events that were changed in 2015 to eliminate the spring clean-up and change the times for the fall yard waste program. Palmer explained that a survey was distributed to residents who dropped off yard waste on October 10 and the results were to bring back the spring event. Staff recommended that the spring event be held for one day and have curbside pick-up in the fall only. Palmer said the Household Hazardous Waste (HHW) event would be held in 2016 and since the partners for the Recycling Extravaganza were not interested in participating it could be held in conjunction with the HHW and spring clean-up events.

The work session ended at 10:24 p.m.

The work session minutes for October 20, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of November 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



Mayor Nanette K. Johnston opened the work session at 4:10 p.m. on October 20, 2015, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Jim Werner, Diane Driver and Marc Sportsman. Aldermen Douglas Wylie and Kari Lamer arrived at 4:16 p.m.

The following staff was also present:

Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Human Resources/Finance Director
Tim Blakeslee, Assistant to the City Administrator
Melissa McChesney, City Clerk

1. GENERAL AGENDA

A. Proposed 2016 Operating and Capital Budget

City Administrator Lauren Palmer provided an overview of the debt service funds; presentation attached as Exhibit A. She noted there were five active debt funds, including the 2006 Refunding Certificates of Participation for the ballot measure approved in 2004 and the new city hall initiative; staff planned on refunding them in December 2015 which would generate savings in interest and pay down the principal. In regards to the Sewer Debt Service Fund, Palmer noted that in 2015 the City paid off a lease purchase for the Sewer Fund and the remaining debt was for State Revolving Loan projects supported by sewer fees that would retire in 2025.

Palmer reviewed the Neighborhood Improvement Districts (NID) Fund that included the River Park NID set to expire in 2020 and the Brush Creek Drainage and Brink Meyer Road NIDs set to expire in 2034, noting that principal and interest payments would only be paid through December 2015 for the NIDs. Palmer said the general debt capacity almost doubled since 2014. She added that, under State law, the City could have an additional ten percent of assessed valuation for limited uses. The Board had set a debt management policy to voluntarily limit itself to issuing no more than 80 percent of the state's limit. She also said the interest-only payments on the NID debt would increase in 2017 when principal payments were added. The overall debt picture looked better after 2020 when the River Park NID bonds retire.

Palmer provided an overview of the Capital Improvement Program (CIP), noting that quarterly updates were provided to the Finance Committee and staff was working on the update for the next work session. She said that almost all the projects planned for 2015 were started and 15 were completed or were on track to be completed by the end of the year. There were nine projects that would be carried over to 2016 that required additional staff time to complete. Palmer noted the 2016 CIP was higher than future years but it was due to the large carryover from 2015.

Palmer said the Board might need to revisit the 2017 CIP project for the Nature Sanctuary interpretive center and the City's portion would be \$24,000. A work session was held on March 4, 2014, and the concept included a three-season facility with roll-down doors and interpretive programming. The Board requested a future work session to evaluate the concept.

In regards to future unfunded projects, Palmer noted that changes were made since 2014 because some projects were not relevant or were changed in 2015. She requested additional input from the Board to verify if the projects were captured correctly in the six-year list.

Palmer said the budget was started with operating and personnel to continue providing services at the same level and to address priorities determined by the Board at its strategic planning retreat on July 20. The remaining balance was used to fund capital outlay and an infusion into the Emergency Reserve Fund. Palmer noted the projects and amount could change based on the

Board's wishes. She also said that options for additional projects included those that could receive Platte County outreach grant money; there were one or two park projects that were applicable and could be reviewed by the Community Land and Recreation Board for a recommendation.

Palmer said that the Route 9 Corridor Study improvements, downtown improvements based on past studies and several other projects were included in the future unfunded list and requested feedback from the Board. The Board discussed the concerns with the uncertainty of Interstate 435 and Highway 45 development and prioritizing projects for after the issue was resolved.

Palmer stated that projects impacting other funds included the English Landing Park restroom which would use a Fewson Fund loan and would impact the General Fund in future years when the payments on the loan were due. She said based on the current revenue the only way to complete more projects was to determine how to get more revenues, take money from the General Fund to give to the Transportation Fund, or reduce the transfer from the Transportation Fund to the General Fund to cover Streets personnel.

The Board discussed infrastructure, maintenance of city assets and continuing with the parks projects and said they were important because that was what the city was known for. Palmer recommended the Board allow one more year to get through the Parks Plan for Progress update, and in 2017 and beyond the City could budget to accomplish goals from the master plans before taking on more projects to safeguard against a project that does not fit within the updated Parks Plan.

Further discussion focused on the amount of money needed to complete more streets and curbs, leveraging money by sharing the costs of curbs and sidewalks with property owners. Palmer said staff would look into how more money could be put into the Transportation Fund for more streets and curbs.

Palmer provided a follow-up from the October 20 work session and explained reasons behind the large 2015 carryover. Reasons included starting 2015 with a larger carryover than expected, being on target for revenues and expenses were under what was budgeted mostly due to personnel and risk coverage savings. She said the projected ending balance in 2015 was the starting point for the 2016 budget and noted it was important to use the General Fund forecast sheet during the budgeting process to see how future years would be impacted and demonstrate trends.

The Board discussed budgeting options that included being less conservative by budgeting for personnel vacancies knowing there would be a lower carryover in 2016 or being more conservative by not spending money until we had it. Palmer shared her concerns, stating that she did not recommend revisiting the budget several times per year because it was hard to do even on a quarterly basis and it was hard to commit that the numbers would be solid at the end of the year.

Further discussion focused on budgeting for 100 percent staffing and how much carryover to place in the Emergency Reserve Fund. Palmer recommended making changes in a future year once there was a clearer picture of the NID assessments.

Palmer requested direction from the Board regarding budgeting for vacancies and she recommended waiting to discuss the issue at the next work session during a review of the Transportation Fund. She also said staff could budget tighter knowing the carryover would be less in 2016 and the 2015 carryover could be used for one-time expenses in 2016.

B. Review the revised City of Parkville Personnel Manual

Finance/Human Resources Director Matthew Chapman explained the current version was adopted in January 2012. Due to the time required for review of the full manual and staff

constraints, a consultant was hired and legal was involved in the process. Chapman added that staff was seeking input on changes to the manual.

Leslee Rivarola, RR Municipal Advisory Services, LLC, provided an overview of the substantive changes. She noted the manual was reviewed to verify statutory compliance, overall standard practice and policy, and reflection of culture. The major themes of the manual were the voice of the document, the current manual read as an informal conversation but the revised manual was more formal, and it was crafted to recognize that the City had a professional city administrator to address issues and only the travel and training sections applied to appointed or elected officials.

Rivarola addressed the major changes in Article A regarding the Board of Aldermen and employee relationship of filtering questions through the city administrator and not directly; genetic information policies to safeguard employees; and a clearer picture regarding employee references. Article B was a new article that addressed job/position descriptions which would be reviewed routinely and pay range plans that would be adopted annually to allow the city administrator and Human Resources director to verify it was still appropriate.

Article C addressed employee recruitment and employment and reinforced to employees that they matter and can be groomed for promotions within the city. Rivarola said the most important change was delegating hiring authority to the City Administrator, as long as the position was budgeted, instead of the Board of Aldermen for all employees, except that department heads would still be hired by the Board. She added that the article also established a six month training period for new and promoted employees, addressed reductions in force, updated immigration law, and added a nepotism policy. Rivarola noted information about revisions to the manual would be provided electronically or questions could be addressed in one-on-one meetings.

A major change to Article D included a recommendation that once an employee was at the highest salary of his or her pay range would no longer receive a Cost of Living Adjustment. The article also addressed call back to work, reporting to work and compensating employees in adverse conditions. The Board discussed an option to include a spot bonus for the employees at the top of their pay range. The current revision did not include spot bonuses, but City Administrator Lauren Palmer noted that longevity bonuses were provided to employees in five-year increments.

Article E made changes regarding attendance and leave policies vacation increments that were adjusted down to one-hour increments, sick leave reports Human Resources would be provided to department heads on a monthly basis, leave of absence would no longer go through the Board but through the city administrator, the parental leave policy, the civil leave policy to include more than jury duty leave, and the addition of injury leave regarding workers' compensation.

Rivarola said that Article F addressed employee benefits, including the benefits offered and when they could be used, because the City provided a suite of benefits and the current manual was silent. She also said the car allowance policy to what happened if an employee got a car allowance but their ability to drive changes and the expectations of employees to report it.

Changes to Article G regarding travel and training included the removal of alcohol as a reimbursable expense. The Board discussed the option of allowing elected officials to purchase for others or change the policy to remove elected officials from the requirement. Rivarola noted the article also authorized the City to pay for one checked bag on a plane.

A minor change was made to Article H regarding tobacco usage and added smokeless tobacco and vaping to the list of tobacco prohibited in city vehicles or facilities.

Rivarola provided an update to Article I regarding a procedure for filing grievances, noting that the theme of the revision was to be an organization that promoted open dialogue but the City was

not statutorily required to have a grievance process. The revised manual suggested eliminating the current grievance policy and to allow all employees the opportunity to visit with any staff member. Rivarola added the article did not govern harassment which was addressed in another section.

Article N was a new section that addressed safe work practices and environments and the return to work policy. Article P updated the policy regarding technology use and social media.

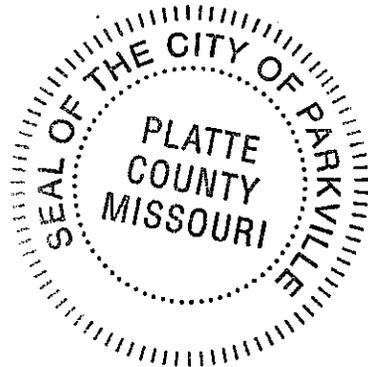
Chapman requested direction from the Board regarding compensation for employees at the top of their pay range and discussed options. Palmer said staff would put together alternatives and determine how it could be structured.

The work session ended at 6:28 p.m.

The work session minutes for October 27, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of November 2015.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Monday, November 2, 2015, at City Hall located at 8880 Clark Avenue, Parkville, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - absent with prior notice |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Finance/Human Resources Director
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

Mayor Johnston recognized members of Boy Scouts of America Troop 444 in the audience who were working on their Citizenship in the Community merit badge.

3. MAYOR'S REPORT

A. Proclaim November 10, 2015, as Mid-Continent Public Library Day in honor of the 50th Anniversary of the Mid-Continent Public Library

Mayor Johnston presented the proclamation to Eric Bullock and Laura Detrick, Parkville branch of the Mid-Continent Public Library.

4. CONSENT AGENDA

- A. Approve the minutes for the October 20, 2015 regular meeting
- B. Approve the minutes for the October 20, 2015, work session
- C. Approve the minutes for the October 27, 2015, work session
- D. Receive and file the September sewer report
- E. Approve a professional services agreement with Toddale, LLC for consulting services to verify that sales taxes paid on motor vehicles were remitted to the correct jurisdiction and if not, prepare claim for the same
- F. Approve a professional services agreement with Cochran Head Vick & Co., P.C. for auditing services for the 2015 fiscal year
- G. Approve Resolution No. 11-01-15 amending the Board of Aldermen Rules of Order regarding ordinances, the consent agenda and public comments
- H. Approve the second reading of an ordinance to authorize a maintenance agreement with the

Missouri Highways and Transportation Commission of the Department of Transportation for the widening of Route 45 – Phase B

- I. Approve the second reading of an ordinance to authorize a ballot question to continue collection of the out-of-state vehicle administration sales tax
- J. Approve the second reading of an ordinance to approve the final plat of Cider Mill Ridge, 6th Plat, on 12.36 acres including 20 single-family lots and one open space tract – Case PZ15-31, FiveStar Lifestyles, applicant on behalf of RP Golf, LLC, owners
- K. Approve a tasting permit liquor license for WBJ Distributing, Inc. located at 170 English Landing Drive, Suite 141
- L. Approve accounts payable from October 14 to October 28, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN AND SPORTSMAN. MOTION PASSED 7-0.

5. ACTION AGENDA

- A. **Approve the first reading of an ordinance to authorize a base lease and lease purchase agreement with Clayton Holdings, LLC (Commerce Bank) for the Refunding Certificates of Participation, Series 2006**

City Administrator Lauren Palmer stated that financing was issued in 2002 for the new city hall and other projects and the refunding would take advantage of interest cost savings when the Certificates of Participation, Series 2006, became callable in 2016. Palmer added that the final transaction would take place on December 2

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2855, AN ORDINANCE AUTHORIZING THE BASE LEASE AND LEASE PURCHASE AGREEMENT WITH CLAYTON HOLDINGS, LLC FOR THE REFUNDING CERTIFICATES OF PARTICIPATION, SERIES 2006, ON FIRST READING AND POSTPONE THE SECOND READING TO NOVEMBER 17, 2015. ALL AYES; MOTION PASSED 7-0.

- B. **Approve a cost share commitment to Main Street Parkville Association for a Missouri Main Street Connection People Energizing Places Grant**

Keith Winge, Missouri Main Street Connection (MMSC) Community Development Coordinator, stated that the Main Street Parkville Association (MSPA) sought their services to help improve the organization and verify it was being as effective as possible. He said the program helped communities revitalize older commercial districts and it was the only nationwide revitalization program. Winge explained the MMSC identified that the People Energizing Places grant, a two-year program that provided training and guidance, was the best fit for the MSPA. The final result would be an action plan to be administered by the MSPA.

Troy Wilson, MSPA Board of Directors Chair, said the Parkville Old Towne Market Community Improvement District (POTMCID) had not approved its share of the grant funding required, but verbal verification was included in MSPA minutes. The Board discussed concerns about the POTMCID not approving its share of the grant funding and which amount should be approved. Mayor Johnston noted that she asked staff to include the \$4,800 in the motion to show the City's commitment for the grant application.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN

DRIVER TO APPROVE A COST SHARE COMMITMENT TO MAIN STREET PARKVILLE ASSOCIATION IN AN AMOUNT NOT TO EXCEED \$3,200 FOR A LOCAL MATCH FOR A MISSOURI MAIN STREET CONNECTION PEOPLE ENERGIZING PLACES GRANT. BY ROLL CALL VOTE, AYES: WYLIE, WERNER AND SPORTSMAN; NOES: PLUMB, DRIVER, LAMER AND RITTMAN. MOTION FAILED 3-4.

IT WAS MOVED BY ALDERMAN LAMER AND SECONDED BY ALDERMAN DRIVER TO APPROVE A COST SHARE COMMITMENT TO MAIN STREET PARKVILLE ASSOCIATION IN AN AMOUNT NOT TO EXCEED \$4,800 FOR A LOCAL MATCH FOR A MISSOURI MAIN STREET CONNECTION PEOPLE ENERGIZING PLACES GRANT. BY ROLL CALL VOTE, AYES: PLUMB, DRIVER, LAMER AND RITTMAN; NOES: WYLIE, WERNER AND SPORTSMAN. MOTION PASSED 4-3.

C. Adopt an ordinance to approve a professional services agreement with Zerger & Mauer, LLP for special legal counsel services

City Administrator Lauren Palmer explained that Chris Williams, Williams & Campo, P.C, advised the City that it would need additional legal advice outside of his expertise regarding the Brush Creek Drainage and Brink Meyer Road Neighborhood Improvement Districts (NID) assessments. Zerger & Mauer, LLP defended the City on the Otjen lawsuit and was familiar with the NID issue. Palmer noted that Zerger & Mauer was engaged through a competitive process in 2013 and their services would not duplicate the services provided by Chris Williams.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER APPROVE BILL NO. 2856, AN ORDINANCE AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH ZERGER & MAUER, LLP FOR SPECIAL LEGAL COUNSEL SERVICES, ON FIRST READING. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER APPROVE BILL NO. 2856 ON SECOND READING BY TITLE ONLY TO BECOME ORDINANCE NO. 2825. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN AND SPORTSMAN. MOTION PASSED 7-0.

D. Adopt an ordinance to approve the replat of Lot 1, Cider Mill Farm First Plat – Case PZ15-15; applicant, Double Eagle Builders, LLC

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was to split Lot 1, located at the northwest corner of National Drive and Apple Blossom Lane, which was part of the River Park NID that was never developed. The owners proposed reducing the size of Lot 1 and the remainder of the property would be open space to be maintained by the National Homeowner's Association. Ackerson added that the replat only changed who paid the assessments for the NID, not the amount collected.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2857, AN ORDINANCE APPROVING THE REPLAT OF LOT 1, CIDER MILL FARM FIRST PLAT, ON FIRST READING. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2857 ON SECOND READING BY TITLE ONLY TO BECOME ORDINANCE NO. 2826. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, LAMER, RITTMAN AND SPORTSMAN. MOTION PASSED 7-0.

6. STAFF UPDATES ON ACTIVITIES

A. Police

Police Chief Kevin Chrisman provided an update on deer counts, noting that the hunt began on September 15 and the numbers were down from 2014.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FOR THE BOARD

Alderman Plumb noted that he attended the Parkville Chamber of Commerce strategic planning session the prior week.

Alderman Sportsman requested information about the attendance and the Route 9 Corridor Study public meeting and City Administrator Lauren Palmer noted that attendance was comparable to first meeting in August.

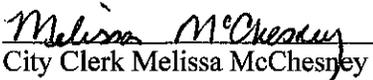
Alderman Driver said the Nature Sanctuary Ghost Stories event was successful. Palmer thanked the Streets crew that volunteered for the event.

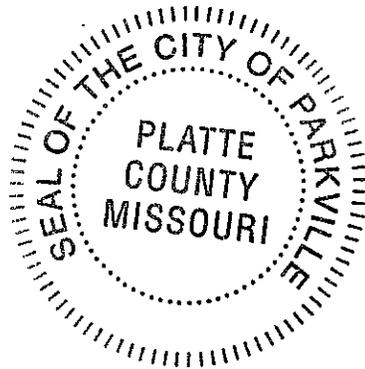
8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE NOVEMBER 2, 2015, REGULAR BOARD MEETING AT 7:55 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Monday, November 2, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of November 2015.

Submitted by:


City Clerk Melissa McChesney



Acting President Marc Sportsman opened the work session at 5:34 p.m. on November 2, 2015, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Douglas Wylie, Jim Werner, Diane Driver, Kari Lamer and Dave Rittman.

The following staff was also present:

Lauren Palmer, City Administrator

Sean Ackerson, Assistant City Administrator/Community Development Director

Kevin Chrisman, Police Chief

Alysen Abel, Public Works Director

Alan Schank, Streets Division Director of Operations

Matthew Chapman, Human Resources/Finance Director

Tim Blakeslee, Assistant to the City Administrator

Melissa McChesney, City Clerk

1. GENERAL AGENDA

A. Proposed 2016 Operating and Capital Budget

City Administrator Lauren Palmer said the main focus of the work session was the Transportation Fund, but would also include a review of changes to the General Fund; the presentation is attached as Exhibit A. Palmer reviewed changes that were made to the Capital Improvement Program (CIP) which included correcting the error in the Police Department budget forecast sheet but there were no significant changes.

Palmer reviewed impacts to other funds, noting that the English Landing Park restroom project included funding from several sources. The Transportation Fund capital outlay included funds to replace a Street truck and associated equipment. Palmer added that there were nine trucks in the fleet and two were replaced in 2015 to catch up with the nine year replacement cycle. Another project included the purchase of a ditch bank mower and associated attachments, to mow right-of-way and medians, which would be carried forward to 2016. Palmer added crack sealing was reduced slightly for 2016 because the partnership with Weatherby Lake helped to complete the backlog from prior years. The street striping would double for 2016 and curb and sidewalk and mill and overlay were increased slightly from 2015. Palmer said that more had been spent in 2015 than the past three years on core maintenance projects. She added the emphasis of the 2016 budget was to improve Transportation Fund funding and core maintenance services.

Palmer addressed Board questions from the October 27 work session regarding the cost to replace all the streets that needed to be fixed. She said the 2015 street ratings were grouped in categories and numbers were associated with maintenance for each category. An infusion of approximately \$8.5 million would fix everything, except full-depth replacements. Palmer added that the cost of full replacement would be more than if the streets were not maintained over the life of the streets.

Palmer provided highlights of the Transportation Fund, noting that sales taxes, a major funding source, performed well and more revenue was received from the Platte County transportation sales tax than anticipated. The strategy for the Transportation Fund was to reduce the transfer to the General Fund, which had been reduced by approximately \$115,000 since 2014. Palmer said that no major operating adjustments were recommended.

Palmer said changes to the General Fund made since the October 27 work session included adjustments to the 2015 projections, the addition of professional fees for the Main Street Parkville Association grant cost share on the regular November 2 Board of Aldermen meeting agenda, and the addition of approximately \$17,000 for late year-end hiring. Palmer said that the 2016 budget was reduced by \$3,600 and included full staffing throughout the year. Other changes included eliminating funding for the Recycling Extravaganza and correcting the error in the Police Department CIP.

Palmer provided recommendations on how to budget the General Fund. She noted that for personnel some aldermen felt that funding for full staff was important and others felt staff should budget for some vacancies. The first option for addressing the issue was to continue budgeting at 100 percent staffing and at the end of 2016 decide on how to spend the carryover the following year. The benefit of the option was that there would be a better picture of revenues at the end of the year but the downside was that some projects would have to wait until the following year. The second option was for tighter budgeting and to reduce the General Fund by a suggested \$50,000 to deflect money to street maintenance. Palmer said the reduction might include some level of personnel vacancies and there would be riskier budgeting decisions on commodity spending. The third option, which was recommended by staff and was a compromise to the other options, was to continue staffing at 100 percent and to postpone the mill and overlay project to July. The option would allow a full six-month picture of personnel savings that could be redirected to the mill and overlay program. The personnel savings from the second half of the year would be carried over to 2017. Palmer also said the option would be carried out by short-paying the monthly transfer payments from the Transportation Fund to the General Fund for the second half of 2016. She added that the Board could adopt a resolution during the budget process to show its intent for the option. Palmer said that there are routine savings in other areas but staff was reluctant to use those funds because of unknown costs.

The Board questioned staff about the reason behind pushing the mill and overlay program back one month to July. Palmer responded that it was easier to package the bid for the full amount of the project and it would influence which streets could be included. Streets Division Director of Operations Alan Schank said that better pricing might be received if more streets were included in the bid package.

Public Works Director Alysen Abel said the street maintenance standard was seven years with continual maintenance and upkeep that would be followed up by preventative maintenance. She added that the more projects to be completed the lower the unit cost could be and mobilization costs could be reduced if projects areas were close together. The Board discussed strategies to maintain the streets. Abel added that it was important to find funding sources now for maintenance before all the roads needed to be fully replaced.

Mayor Johnston joined the meeting at 6:24 p.m.

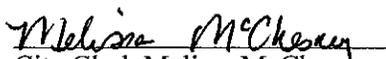
The Board discussed how project bidding worked and what would happen if the project scope was reduced or increased after the project was bid. Abel responded that savings could be used for more asphalt but could also be used to repair bad curbs in the same area at the same time. She added that staff was researching different technology for streets with lower traffic volume and a micro-surfacing pilot project.

The consensus of the Board was Option 3 and recommended that staff look at other purchases and projects that were planned that they felt would not be completed or were no longer necessary to complete during the budget year.

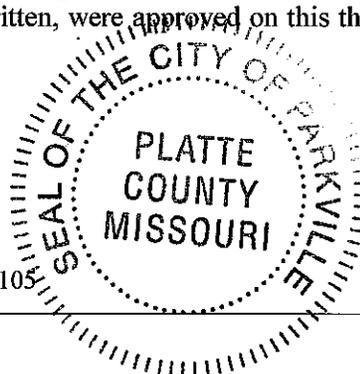
The work session ended at 6:43 p.m.

The work session minutes for November 2, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the seventeenth day of November 2015.

Submitted by:


City Clerk Melissa McChesney

2015-105



MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF NOVEMBER 17, 2015

Page 1 of 3

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, November 17, 2015, at City Hall located at 8880 Clark Avenue, Parkville, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Kari Lamer | - present |
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - absent with prior notice |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - absent with prior notice |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Finance/Human Resources Director
Tim Blakeslee, Assistant to the City Administrator
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Ward 1 Alderman Kari Lamer Resignation

Mayor Johnston explained that Ward 1 Alderman Kari Lamer submitted her resignation because she moved out of the city limits.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO ACCEPT THE RESIGNATION OF KARI LAMER AS WARD 1 ALDERMAN. ALL AYES; MOTION PASSED 5-0.

4. CONSENT AGENDA

- A. Approve the minutes for the November 2, 2015, regular meeting
- B. Approve the minutes for the November 2, 2015, work session
- C. Receive and file the October Municipal Court report
- D. Receive and file the crime statistics for January through September 2015
- E. Receive and file the financial report for the month ending October 31, 2015
- F. Approve the second reading of an ordinance to authorize a base lease and lease purchase agreement with Clayton Holdings, LLC (Commerce Bank) for the Refunding Certificates of Participation, Series 2006
- G. Approve accounts payable from October 28 to November 10, 2015
- H. Approve Resolution No. 11-02-15 employing Jason Rendell as a full-time laborer for the Parks Division of the Public Works Department

City Administrator Lauren Palmer noted that the private placement through Commerce Bank in

item 4F was approved by the Board on October 6 at which time interest rates were locked in at 2.24 percent. Palmer added that she spoke with Tom Kaleko, Springsted, Inc., who said the interest rates increased to 2.41 percent and the City saved approximately \$32,000.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER AND JONES. MOTION PASSED 5-0.

5. ACTION AGENDA

A. Approve the final design and authorize completion of construction documents and solicitation of bids for the English Landing Park restrooms and Parks storage facility

Public Works Director Alysén Abel explained that two projects were included in the 2015 Capital Improvement Program (CIP), including reconstruction of the restrooms and construction of a maintenance storage area at English Landing Park. She added that the City received an outreach grant from Platte County to improve the restrooms. A professional services agreement was approved on July 21 with Williams, Kuhl, Spurgeon and Freshnock Architects, Inc. (WSKF) for architectural services for the restroom project that was expanded to also include the storage facility. Preliminary concepts were presented to the Community Land and Recreation Board (CLARB) on September 9 and a final concept was presented on October 14. CLARB provided additional direction to WSKF to reduce the cost by removing the front porch to the restroom, and reducing roofing costs and recommended that bid alternates include stone bases on the columns, the skylight and the drinking fountain. Abel noted that on November 12 CLARB discussed options for additional funding that included outreach grants and they supported staff's recommendation that the storage facility be the first priority for an outreach grant in 2016.

John Freshnock, WSKF, provided an overview of the site plan, noting that costs were increased because of flood plain requirements. WSKF recommended making the roof structure above the 100-year flood elevation for durability of the structure, increasing the height of the walls, raising the pad elevation to move the roof out of the flood elevation, designing of the building to allow water to pass through and using fully-enforced concrete block. The restrooms included a handicap entrance, a heated family restroom that would remain open year-round, and men's and women's restrooms. Freshnock noted that the storage facility would be a pre-engineered building on the existing basketball court.

The Board discussed the placement of the new basketball court. Abel stated that it was not included in the project but would be re-evaluated in 2016 with the Parks Master Plan update.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO APPROVE THE FINAL DESIGN AND AUTHORIZE COMPLETION OF CONSTRUCTION DOCUMENTS AND SOLICITATION OF BIDS FOR THE ENGLISH LANDING PARK RESTROOMS AND PARKS STORAGE FACILITY. ALL AYES; MOTION PASSED 5-0.

B. Approve the first reading of an ordinance to amend Parkville Municipal Code Chapter 400 to define microbrewery, microdistillery, and microwinery uses and to amend Chapter 470 to allow the uses by conditional use permit – Case PZ15-33

Assistant City Administrator/Community Development Director Sean Ackerson thanked Community Development Intern Zach Tusinger for his work in researching other communities for the proposed text amendment. The current Municipal Code only allowed microbreweries in industrial districts or as accessory uses to restaurants. Ackerson said the new trend was to manufacture the product along with other retail uses. Staff was approached by interested parties and anticipated that most of the interest would be in the downtown area and other commercial

districts. Ackerson said the conditional use permit was the most appropriate way to make site-by-site accommodations. The Planning and Zoning Commission considered the amendment on November 10 and recommended that microwineries and microdistilleries also be included. Following their recommendations, staff also clarified the percentage of retail sales made on-site to 25 percent and addressed the concern of vacant store fronts during the production period as a consideration on the application.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO APPROVE BILL NO. 2858, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 400 TO DEFINE MICROBREWERY, MICRODISTILLERY, AND MICROWINERY USES AND AMENDING CHAPTER 470 TO ALLOW THE USES BY CONDITIONAL USE PERMIT, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 1, 2015. ALL AYES; MOTION PASSED 5-0.

6. STAFF UPDATES ON ACTIVITIES

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on QuikTrip, noting that staff was in constant communication with QuikTrip staff and consultants. He added that they purchased the property and were moving forward with the development. QuikTrip requested a special Planning and Zoning Commission on September 23 but if they were not ready the final development plan would be presented on December 8.

6. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Plumb reported that land had begun being developed near Klamm Road.

Mayor Johnston reported that Christmas on the River was scheduled on November 20.

7. EXECUTIVE SESSION

A. Attorney-client matters pursuant to RSMo 610.021(1)

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PURSUANT TO RSMO 610.021(1). ALL AYES BY ROLL CALL VOTE: WYLIE, PLUMB, WERNER, DRIVER AND JONES. MOTION PASSED 5-0.

The Board entered into the Executive Session at 7:58 p.m. At 8:38 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the Executive Session are on file with the City Clerk.

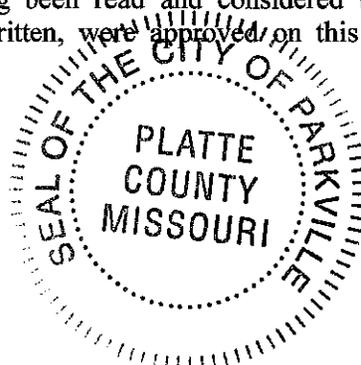
8. ADJOURN

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO ADJOURN THE NOVEMBER 17, 2015, REGULAR BOARD MEETING AT 8:40 P.M. ALL AYES; MOTION PASSED 5-0.

The minutes for Tuesday, November 17, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the first day of December 2015.

Submitted by:


City Clerk Melissa McChesney



WORK SESSION MINUTES OF THE BOARD OF ALDERMEN OF NOVEMBER 17, 2015

Page 1 of 1

Mayor Nanette K. Johnston opened the work session at 5:34 p.m. on November 17, 2015, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Douglas Wylie, Jim Werner, Diane Driver, Kari Lamer and David Jones.

The following staff was also present:

Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Jay Norco, North Hills Engineering
Richard Wilson, Alliance Water Resources
Matthew Chapman, Human Resources/Finance Director
Tim Blakeslee, Assistant to the City Administrator
Melissa McChesney, City Clerk

1. GENERAL AGENDA

A. Proposed 2016 Operating and Capital Budget

City Administrator Lauren Palmer the Sewer Fund Capital Improvement Program (CIP); presentation attached as Exhibit A. She noted that line maintenance was the largest item and staff was working toward an intensive program each year. In 2007-2008, a sanitary sewer evaluation study was completed that identified improvements and each year, closed-circuit television was completed to help identify priorities. Palmer said that Phase 2 began in 2015 and final payments would be made in 2016. She added Phase 3 was included in the 2016 CIP for manhole repairs and future years would be a cycle for major line repairs and annual line maintenance.

Staff recommended a 2.5 percent rate increase for sewer customers in 2016 to cover obligations and address the strategy of staying ahead of deferred maintenance. Palmer stated the increase was less than forecasted in 2015 and that modest inflationary adjustments were made over the years to help reduce the need for major double-digit increases in the future. With the recommended increase, the average residential customer would be impacted less than one dollar per month.

Palmer recapped past work sessions and presented highlights of projected fund balances. She noted that the Fewson Fund was higher in 2016 due to the intergovernmental loan for the English Landing Park restroom project. In regards to the Debt Service Fund, Palmer said the reserves were decreasing in 2016 because of the Refunding Certificates of Participation in December. She added that not much happened with the fund in early 2015 because of the Neighborhood Improvement District payments for delinquent property owners.

Alderman Driver recommended that the Board reconsider demolishing the vacant home on Highway 9 across from Clark Avenue as part of the 2016 CIP. The Board discussed the cost for the City to demolish it versus the cost for the developer. The consensus of the Board was to complete the project in 2016 using money from reserves if necessary.

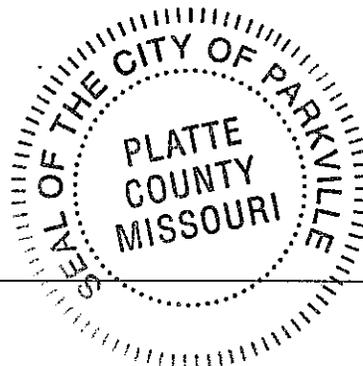
The work session ended at 6:31 p.m.

The work session minutes for November 17, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the first day of December 2015.

Submitted by:


City Clerk Melissa McChesney

2015-109



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, December 1, 2015, at City Hall located at 8880 Clark Avenue, Parkville, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|----------------------------|
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - absent with prior notice |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present:

- Lauren Palmer, City Administrator
- Sean Ackerson, Assistant City Administrator/Community Development Director
- Kevin Chrisman, Police Chief
- Alysen Abel, Public Works Director
- Matthew Chapman, Finance/Human Resources Director
- Tim Blakeslee, Assistant to the City Administrator
- Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

3. MAYOR'S REPORT

A. Proclaim December 14, 2015, as Edward Olson Day in Parkville

Police Chief Kevin Chrisman provided a background of Police Officer Eddie Olson, noting he started in 1976. Mayor Johnston thanked him for keeping the streets safe and presented the proclamation. She also introduced his family and friends that were in attendance.

B. Recognize former Ward 1 Alderman Kari Lamer

Mayor Johnston introduced former Ward 1 alderman Kari Lamer who was elected in 2012 by a write-in vote and re-elected in 2014. She thanked her for her service and noted that she also served as voting member on Parkville Economic Development Council.

4. CONSENT AGENDA

- A. Approve the minutes for the November 17, 2015, regular meeting
- B. Approve the minutes for the November 17, 2015, work session
- C. Receive and file the October sewer report
- D. Approve permanent drainage and sanitary sewer easements across Lot 10, Cider Mill Farms, 1st Plat
- E. Approve a professional services agreement with Vireo for the 2008 Parkville Parks Plan update
- F. Approve a supplemental construction agreement with Gunter Construction to add the downtown entryway markers to the Route 9 Downtown Entryway Beautification Project
- G. Approve the second reading of an ordinance to amend Parkville Municipal Code Chapter 400 to define microbrewery, microdistillery, and microwinery uses and amending Chapter 470 to allow the uses by conditional use permit – Case PZ15-33

- H. Approve the first reading of an ordinance to amend Parkville Municipal Code Chapter 113 regarding the Assistant City Administrator
- I. Approve accounts payable from November 10 to November 28, 2015

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, RITTMAN AND JONES. MOTION PASSED 6-0.

5. ACTION AGENDA

A. Approve a final development plan for a QuikTrip gas and convenience store on 2.653 acres zoned "B-4" Planned Business District located at Highway 45 and Highway 9 – Case PZ15-35; QuikTrip Corporation, applicant

Assistant City Administrator/Community Development Director Sean Ackerson explained the store would be located at the southeast corner of Highway 9 and Highway 45. A preliminary development plan was approved by the Planning and Zoning Commission on April 28 and the Board of Aldermen on May 5 subject to conditions. He added that prior to submission of the final development plan, QuikTrip worked on the stormwater, grading and drainage issues and other improvements which were reviewed by the Public Works Director and the consultants.

Ackerson said a special Planning and Zoning Commission meeting was held on November 30 and the only modification to the preliminary development plan related to the detention pond behind the Parkville Athletic Complex. The Commission also discussed traffic impacts to Julian Drive and the frontage road. Ackerson noted that the applicants met with the Missouri Department of Transportation (MoDOT) about a signal on Julian Drive and further study of accidents in the area confirmed a signal was not warranted. Ackerson said a majority of other changes related to signage and landscaping. The Planning and Zoning Commission recommended approval by a vote of 8-0 subject to staff conditions and added a condition that pedestrian-oriented stop signs be added to the entrance onto Highway 45.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO ACCEPT THE PLANNING AND ZONING COMMISSION RECOMMENDATION AND TO APPROVE THE FINAL DEVELOPMENT PLAN FOR QUIKTRIP STORE NO. 0189 SUBJECT TO SPECIFIED CONDITIONS. ALL AYES; MOTION PASSED 6-0.

B. Approve the first reading of an ordinance to adopt the 2016 Operating Budget and 2016 – 2021 Capital Improvement Program

City Administrator Lauren Palmer explained that staff began the budget process in August and four work sessions were held in October and November; they focused on the General Fund and supporting revenues, debt service funds and the Capital Improvement Program (CIP), the Transportation Fund and the street maintenance program, and the Sewer Fund. During the third work session, the Board recommended a modest increase to the Transportation Fund for street maintenance. Staff presented three options and the Board supported staff's recommendation to redirect any personnel savings from the first six months to the mill and overlay program by short-paying transfers between the Transportation Fund and the General Fund.

The fourth work session discussed the Sewer Fund and Palmer noted that capital outlay was approximately \$700,000. She said that Sanitary Sewer Repairs Repair Project Phase 2, sanitary sewer repairs, and Phase 3, manhole repairs, would be completed in 2016 along with closed-circuit television (CCTV) inspection and cleaning. Palmer noted that staff was on a cycle to video the entire system every eight years and make recommendations based on the findings. Following a recommendation from the Board, staff included funding in the 2016 CIP to proceed with demolition of the deteriorated home on Highway 9 across from Clark Avenue.

Palmer noted that it was the first year the budget would be adopted in two readings at different meetings with the second reading scheduled on December 15.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO APPROVE BILL NO. 2860, AN ORDINANCE ADOPTING THE 2016 OPERATING BUDGET AND THE 2016-2021 CAPITAL IMPROVEMENT PROGRAM, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 15, 2015. ALL AYES; MOTION PASSED 6-0.

C. Approve the first reading of an ordinance to amend various sections of Parkville Municipal Code Chapter 703 to increase sewer rates and schedule a public hearing for January 19, 2016

City Administrator Lauren Palmer said that staff recommended a 2.5 percent increase to the sewer rates in 2016, which was lower than anticipated in 2015. She added that three percent increases were approved in 2014 and 2015 and modest sewer rate increases were planned over the years instead of a major increase in a future year. Further discussion focused on staff anticipation of future projects that would impact the budget. Palmer said that staff would continue to monitor the sewer regulations and could recommended large increases in the future to build up reserves to cover any unanticipated projects.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO APPROVE BILL NO. 2861, AN ORDINANCE AMENDING VARIOUS SECTIONS OF PARKVILLE MUNICIPAL CODE CHAPTER 703 AND APPROVING A 2.5 PERCENT INCREASE TO THE SEWER BASE CHARGE, SEWER USE CHARGE AND SURCHARGE FOR CUSTOMERS OF THE PARKVILLE SEWER SYSTEM, ON FIRST READING AND SCHEDULE A PUBLIC HEARING CONCURRENT WITH THE SECOND READING OF THE ORDINANCE ON JANUARY 19, 2016. ALL AYES; MOTION PASSED 6-0.

D. Approve first reading of an ordinance to classify all employee positions and establish compensation for such classifications

Finance/Human Resources Director Matthew Chapman explained that staff completed a comprehensive review through a salary survey of peer communities provided by the Mid-America Regional Council (MARC). He said the changes were discussed during the budget work session on October 27. Chapman added that after two years of consecutive compensation reviews, staff was confident that the ranges were reflected appropriately and planned to conduct peer city reviews every three to five years. Chapman added that the salary ordinance included a two percent Cost of Living Adjustment (COLA), a one percent merit increase, and a lump sum payment equal to COLA for employees above the maximum in their pay range.

The Board recommended that in 2016 staff look into a third party company to conduct a more comprehensive salary range review than the survey provided by MARC.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO APPROVE BILL NO. 2862, AN ORDINANCE APPROVING THE CLASSIFICATION OF EMPLOYEE POSITIONS AND ESTABLISHING COMPENSATION RANGES, ON FIRST READING AND POSTPONE SECOND READING TO DECEMBER 15, 2015. ALL AYES; MOTION PASSED 6-0.

E. Approve Resolution No. 12-01-15 adopting the revised Personnel Manual

Finance/Human Resources Director Matthew Chapman noted there was an error in the table of contents that would be corrected. He said significant changes included the dissolution of the grievance policy which was replaced by an Issue Resolution Policy; authority given to the City Administrator to hire, discipline or terminate employees below the department head level; and the

addition of lump sum payments to employees outside the salary range who were previously not eligible for an increase in the amount of the COLA.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO APPROVE RESOLUTION NO. 12-01-15 ADOPTING THE REVISED CITY OF PARKVILLE PERSONNEL MANUAL. ALL AYES; MOTION PASSED 6-0.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

City Administrator Lauren Palmer said that Assistant City Administrator/Community Development Director Sean Ackerson announced his resignation effective December 11 and a reception would be held on December 15 prior to the regular Board of Aldermen meeting. She said that staff was preparing a transition strategy and recruitment plans. She added that the process was similar to the one used for the Public Works Director.

Palmer provided an update on the Route 9 Corridor Study, noting that the project was close to completion. Staff and the consultants planned to present the study to the Board of Aldermen on January 5. She said that one final steering committee meeting was scheduled on December 16, the last public input session was held in October, and the final piece that had not yet been reviewed was the financial recommendations for the phasing strategy. Palmer added that following adoption of the study, the City would be positioned to submit grant requests in 2016.

B. Police Department

Police Chief Kevin Chrisman provided an update on deer counts, noting that they were down from prior years and the hunts would end on January 15, 2016.

He also provided an update on Shop with a Cop scheduled for December 13, thanked those who donated and said that staff identified 12 children and were still looking at a couple more families. He said that the new Community Assistance Fund policy provided more flexibility for use of the funds and the Police Department would provide Christmas dinner to the residents of Park Village on December 17. Mayor Johnston thanked the community for its donations.

6. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Plumb said the Gallery of Trees fundraiser was well attended by City representatives, the Banneker School project received the Bill Grigsby Award, and there were no incidents at Christmas on the River on November 20. Chief Chrisman thanked Park University for helping with the buses.

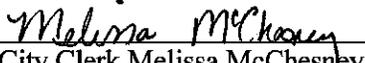
Alderman Driver said the Parkville Nature Sanctuary Trek with Santa was scheduled on December 5.

7. ADJOURN

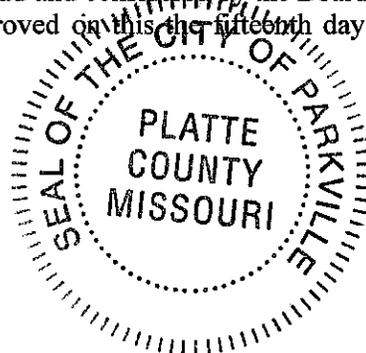
IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN JONES TO ADJOURN THE DECEMBER 1, 2015, REGULAR BOARD MEETING AT 8:05 P.M. ALL AYES; MOTION PASSED 6-0.

The minutes for Tuesday, December 1, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifteenth day of December 2015.

Submitted by:


City Clerk Melissa McChesney

2015-113



1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, December 15, 2015, at City Hall located at 8880 Clark Avenue, Parkville, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

| | |
|--------------------------------|-----------|
| Ward 1 Alderman Diane Driver | - present |
| Ward 2 Alderman Jim Werner | - present |
| Ward 2 Alderman Dave Rittman | - present |
| Ward 3 Alderman David Jones | - present |
| Ward 3 Alderman Douglas Wylie | - present |
| Ward 4 Alderman Marc Sportsman | - present |
| Ward 4 Alderman Greg Plumb | - present |

A quorum of the Board of Aldermen was present.

The following staff was also present:

- Lauren Palmer, City Administrator
- Kevin Chrisman, Police Chief
- Alysen Abel, Public Works Director
- Matthew Chapman, Finance/Human Resources Director
- Tim Blakeslee, Assistant to the City Administrator
- Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

Mayor Johnston recognized a member of Boy Scouts of America Troop 444 in the audience who was working on his Citizenship in the Community merit badge.

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for the December 1, 2015, regular meeting
- B. Receive and file the November Municipal Court report
- C. Receive and file the crime statistics for January through October 2015
- D. Receive and file the financial report for the month ending November 30, 2015
- E. Approve the Parkville Economic Development Council investment renewal and public services agreement for 2016
- F. Approve the second reading of an ordinance to adopt the 2016 Operating Budget and 2016 – 2021 Capital Improvement Program
- G. Approve the second reading of an ordinance to classify all employee positions and establish compensation for such classifications
- H. Approve the second reading of an ordinance to amend Parkville Municipal Code Chapter 113 regarding the Assistant City Administrator
- I. Approve a supplemental agreement for 2016 with Alliance Water Resources for the continued management, operation, and maintenance of the City's wastewater treatment and collection system
- J. Authorize staff to finalize and the Mayor to execute the detention maintenance agreement with QuikTrip for the PAC detention pond
- K. Authorize staff to finalize and the Mayor to execute a memorandum of understanding with QuikTrip for a special financing district to help fund future off-site traffic improvements

- L. Authorize the transfer of funds from the Emergency Reserve Fund to the Brink Meyer Debt Service Fund sufficient to cover the payment of bond trustee fees due for 2015
- M. Approve accounts payable from November 28 to December 9, 2015

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **REMOVE ITEM 4J FROM THE CONSENT AGENDA FOR FURTHER DISCUSSION**. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS AMENDED**. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

City Administrator Lauren Palmer provided comments on item 4F, explaining that staff had received questions from a resident and she promised to address them for the record. She added that a response was sent to the resident via e-mail and a copy was sent to the media that was included on the original request. Palmer explained that the 2016 budget included the addition of 1.5 full-time equivalent positions (three part-time positions were converted to full-time positions). The resident also raised questions about the Cost of Living Adjustment (COLA) and merit raises. Palmer stated the budget included a two percent COLA and a one percent merit increase. The merit increase was based on successful evaluations. In addition, the employees who were employed for less than one year received pro-rated increases, the employees that had reached the maximum range were not eligible for a merit increase but would receive a one-time bonus equal to COLA, and some employees would receive service longevity awards. Palmer added that three positions received increases above merit and COLA due to promotion, a change in duties and a change in Federal law for exempt employees.

5. ACTION AGENDA

A. Authorize staff to finalize and the Mayor to execute the detention maintenance agreement with QuikTrip for the PAC detention pond

[Item 4J, having been removed from the consent agenda, was moved to the action agenda for further discussion and renumbered as 5A.]

City Administrator Lauren Palmer explained that as a condition of the final development plan, QuikTrip and the City would partner to dredge the detention pond behind the Parkville Athletic Complex and the required modifications would be completed by the developer. Palmer stated that staff anticipated knowing the final costs before the meeting but because the bid pricing was not itemized, staff was requesting up to \$40,000. The project was programmed in the Capital Improvement Program (CIP) as an unfunded project estimated at \$100,000. QuikTrip was working with the contractor to determine the final costs and requested that they be authorized for up to \$50,000 as a more conservative estimate. Palmer added that to keep the same timeline staff requested authority to continue the process and finalize the agreement. She said the partnership with QuikTrip would save the City money.

Patricia Jenson, White Goss Law Firm representing QuikTrip, stated that she felt more comfortable setting the cap at \$50,000. She added that there would not be any up-front costs to the City; the City would reimburse QuikTrip after the store opened and a portion of the sales tax would go to QuikTrip until the full amount was paid. Palmer added that the agreement stipulated the reimbursement was not due until December 31, 2017, and would be included in the 2017 budget.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **AUTHORIZE CITY STAFF TO FINALIZE AND THE MAYOR TO**

EXECUTE THE DETENTION MAINTENANCE AGREEMENT WITH QUIKTRIP FOR THE PAC DETENTION POND. ALL AYES; MOTION PASSED 7-0.

[Thereupon, the Board returned to its established order of business on the printed agenda.]

B. Actions related to the revision of Parkville Municipal Code Chapter 605 regarding business licenses and Section 215.420 regarding fireworks

1. Approve the first reading of an ordinance to repeal and replace Parkville Municipal Code Chapter 605 and Chapter 215, Section 215.420

City Clerk Melissa McChesney explained the original chapter was adopted in 1983 and several sections had been updated for various reasons. She provided a list of substantive changes which were being completed by staff but were not part of the Code. McChesney also said that the revised chapter addressed prior issues with enforcement and penalties.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2863, AN ORDINANCE REPEALING AND REPLACING PARKVILLE MUNICIPAL CODE CHAPTER 605 REGARDING BUSINESS LICENSING AND CHAPTER 215, SECTION 215.420 REGARDING FIREWORKS, ON FIRST READING AND POSTPONE THE SECOND READING TO JANUARY 5, 2016. ALL AYES; MOTION PASSED 7-0.

2. Approve Resolution No. 12-02-15 to amend the business license fees in the Schedule of Fees

City Clerk Melissa McChesney explained that RSMo 71.625 restricted the amount a municipality could assess as the late fee for delinquent business licenses to five percent of the business license amount. She also said that a new fee was created that addressed a business engaged in two or more businesses at same location under the same legal name.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 12-02-15 AMENDING BUSINESS LICENSE FEES IN THE SCHEDULE OF FEES. ALL AYES; MOTION PASSED 7-0.

C. Approve first reading of an ordinance to repeal and replace Parkville Municipal Code Section 155.030 regarding the Old Parkville Cemetery

Assistant to the City Administrator Tim Blakeslee said that the current Code stated that lots could be purchased but there were no longer any lots available. A Park University class, as part of a project to review the management and maintenance of the Old Parkville Cemetery, recommended updating the Code to close the cemetery to new burials. Staff released a 90-day public notice requesting that the public contact the City if they wanted to be buried in the cemetery. Blakeslee said that two requests were received but each decided to keep their plots in other cemeteries. Near the end of the 90-day period, a resident contacted the City and said they were interested in being buried at the cemetery. Blakeslee said he would work out the details with the resident and his or her family. The proposed ordinance would keep the cemetery open to new burials through January 15, 2016.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2864, AN ORDINANCE REPEALING AND REPLACING SECTION 155.030 OF THE PARKVILLE MUNICIPAL CODE PERTAINING TO THE OLD PARKVILLE CEMETERY EFFECTIVE JANUARY 15, 2016, ON FIRST READING AND POSTPONE THE SECOND READING TO JANUARY 5, 2016. ALL AYES; MOTION PASSED 7-0.

D. Approve Resolution No. 12-03-15 to endorse an application for the Platte County Parks and Recreation Outreach Grant Program for the English Landing Park restroom facility and trail enhancements

Public Works Director Alysén Abel explained that a one-half of one percent sales tax through Platte County provided grant money for parks and stormwater control at an annual approximate amount of \$250,000. Abel said the City received a grant in 2015 for the restroom project and identified two additional projects for 2016 that included the parks storage facility and trail enhancements. Preliminary cost estimates for the storage facility were higher than the amount programmed in the 2016 CIP, so staff would request the additional funding for the alternates in the bid package. Trail enhancements included removing the asphalt trail from around Grigsby Field, installing a gravel trail around the perimeter of the dog park and signage for the 5K and 10K events at the park.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE RESOLUTION NO. 12-03-15 TO ENDORSE AN APPLICATION FOR THE PLATTE COUNTY PARKS AND RECREATION OUTREACH GRANT PROGRAM TO HELP FUND IMPROVEMENTS TO THE PARKS STORAGE FACILITY (PRIORITY 1) AND TO HELP FUND THE TRAIL IMPROVEMENTS (PRIORITY 2). ALL AYES; MOTION PASSED 7-0.

E. Adopt an ordinance to approve the final plat of Lot 3-1 through 3-2, Townhomes at the National, 2nd Plat – Case PZ15-37; applicant, Double Eagle Builders, LLC, owner

City Administrator Lauren Palmer stated the request was to split Lot 3 into two lots to accommodate two townhome units. She added that it was a platted lot and there were no changes to the boundary, easements or right-of-way.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2865, AN ORDINANCE APPROVING THE FINAL PLAT OF LOTS 3-1 THROUGH 3-2, TOWNHOMES AT THE NATIONAL – 2ND PLAT, ON FIRST READING. ALL AYES; MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2865 ON SECOND READING BY TITLE ONLY TO BECOME ORDINANCE NO. 2832. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

City Clerk Melissa McChesney provided an update on the candidate filing for the April 5, 2016, general municipal election, noting that it began on December 15 and would end on January 19, 2016.

B. Police Department

Police Chief Kevin Chrisman reminded the public about the rules regarding fireworks on January 1, 2016. He also provided an update on the deer hunt at Park University, noting that there was a total of nine deer. He added that at the same time in 2014 there were nine and in 2013 there were 20. The hunt would end on January 15, 2016.

Chrisman updated the Board on the Shop with a Cop event held on December 14. He thanked the Mayor, Board and staff for their support. Due to the revision of the policy and getting information out to the public, several donations were received online so the funds helped to purchase gifts for

15 children. Chrisman also noted that the Community Assistance Fund would be used to provide a luncheon with the residents of Park Village on December 17 and his staff was working on the details for a back to school program to help kids get ready for the new school year in 2016.

Chief Chrisman also provided an update on a burglary that happened overnight in Thousand Oaks. He explained that five people were arrested and the Police Department submitted felony cases. Chrisman thanked the residents that called 9-1-1, the Platte County Sheriff's Office for their teamwork, and his staff for their hard work.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FROM THE BOARD

8. EXECUTIVE SESSION

A. Personnel matters pursuant to RSMo 610.021(3)

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS PURSUANT TO RSMO 610.021(3). ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

The Board entered into the executive session at 7:40 p.m. At 8:29 p.m., the Board reconvened in open session.

Clerks Note: The minutes from the executive session are on file with the City Clerk.

Mayor Johnston announced no action was taken as a result of the executive session.

9. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE DECEMBER 15, 2015, REGULAR BOARD MEETING AT 8:30 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, December 15, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifth day of January 2016.

Submitted by:


City Clerk Melissa McChesney

